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STRENGTH THROUGH COOPERATION IN SOUTHERN CALIFORNIA
LIBRARIES, A SURVEY.

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LIBRARY SERVICES, RIVERSIDE COUNTY, SAN BERNARDINO COUNTY,
CALIFORNIA, LOS ANGELES COUNTY, ORANGE COUNTY,

THIS STUDY OF THE RESOURCES AND NEEDS OF THE PUBLIC LIBRARIES IN THE 4 COUNTIES OF THE LOS ANGELES METROPOLITAN AREA, AS WELL AS A LIMITED STUDY OF OTHER TYPES OF LIBRARIES IN THE SAME AREA, WAS CONDUCTED TO EXAMINE THE FEASIBILITY OF ESTABLISHING A COOPERATIVE LIBRARY SYSTEM UNDER THE PUBLIC LIBRARY DEVELOPMENT ACT. SURVEY METHODS INCLUDED AN EXAMINATION OF PUBLISHED LITERATURE, QUESTIONNAIRES, CHECKING COLLECTIONS FOR HOLDINGS, AND PERSONAL INTERVIEWS. THIS PRODUCED BACKGROUND INFORMATION ON AREA POPULATION TRENDS AND THE PRESENT STATUS OF PUBLIC, SCHOOL, AND COLLEGE LIBRARIES, ALL BASED ON 1964 DATA. IT WAS FOUND THAT RAPID POPULATION GROWTH HAS RESULTED IN LITTLE MORE THAN ONE BOOK PER CAPITA. RECOMMENDATIONS INVOLVE--(1) THE FORMATION OF A COOPERATIVE LIBRARY SYSTEM THAT INCLUDES ALL COUNTY PUBLIC LIBRARIES, (2) COOPERATIVE RELATIONS WITH OTHER TYPES OF LIBRARIES, AND (3) THE ADOPTION OF THE COORDINATED PROGRAM OF LIBRARY SERVICE FOR SOUTHERN CALIFORNIA THAT IS OUTLINED IN THIS SURVEY. IT IS SUGGESTED THAT EVENTUALLY THE TOTAL AMOUNT APPROPRIATED FOR PUBLIC LIBRARIES FROM CALIFORNIA STATE FUNDS SHOULD REACH AT LEAST 30 PERCENT OF THE TOTAL EXPENDED IN THE STATE FOR LOCAL LIBRARY SERVICE. APPENDED ARE ARTICLES ON COOPERATIVE PROJECTS IN CALIFORNIA LIBRARIES AND RELATED INFORMATION ABOUT LIBRARY SYSTEMS, STATISTICAL TABLES GIVING INFORMATION ON CALIFORNIA LIBRARIES, INFORMATION ABOUT THE 4 COUNTIES, AND AN 18 ITEM BIBLIOGRAPHY. THIS DOCUMENT IS ALSO AVAILABLE FROM THE ADMINISTRATIVE OFFICE, LOS ANGELES PUBLIC LIBRARY, 630 WEST FIFTH STREET, LOS ANGELES, CALIFORNIA, FOR \$0.50.
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STRENGTH THROUGH COOPERATION

IN SOUTHERN CALIFORNIA LIBRARIES

LOS ANGELES COUNTY • ORANGE COUNTY • RIVERSIDE COUNTY • SAN BERNARDINO COUNTY

STRENGTH THROUGH COOPERATION IN SOUTHERN CALIFORNIA LIBRARIES

A Survey

by

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Los Angeles
1965

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FOREWORD

The study reported in these pages was carried out for a group of 20 libraries and was authorized by the California Public Library Development Act. The 20 libraries, under the chairmanship of Harold L. Hamill, were:

Library	Librarian
Beverly Hills Public Library	Miss Lura Wallace
Colton Public Library	Mrs. Lucy H. Andolina
Commerce City Library	Miss Phyllis Gray
Glendale Public Library	Mr. H. A. Tollefson
Inglewood Public Library	Mr. John Perkins
Long Beach Public Library	Miss Blanche Collins
Los Angeles County Public Library	Mr. William Geller
Los Angeles Public Library	Mr. Harold L. Hamill
Ontario City Library	Mr. James Housel
Palos Verdes Library District Library	Mr. William Emerson
Pasadena Public Library	Miss Marjorie Donaldson
Pomona Public Library	Mr. Raymond Holt
(Redlands) A. K. Smiley Public Library	Miss Edith Taylor
San Bernardino County Free Library	Miss Dorothy Traver
San Bernardino Public Library	Mr. Howard M. Rowe
Sante Fe Springs City Library	Mr. Oscar Smaalders
Santa Monica Public Library	Miss Hilda Glaser
Sierra Madre Public Library	Mrs. Josephine Terry
South Pasadena Public Library	Mrs. Mary Murdoch
Whittier Public Library	Miss Margaret Fulmer

Five of the librarians acted as an administrative committee: Hilda Glaser, William Geller, Mary Murdoch, Howard Rowe, and Harold Hamill, as chairman. Katherine Laich, Assistant Librarian, Los Angeles Public Library, served as secretary of the Administrative Committee and provided invaluable assistance throughout the study. These librarians were of great assistance to the surveyors, both as a group and individually. The survey team is grateful for their helpful criticism as well as for their fine spirit of cooperation.

A brief review leading to the authorization of this study will provide a context for the report which follows. In 1963 the California State Legislature passed a bill providing a limited amount of state aid to public libraries. A group of ten people, called the Public Library Development Board, was established to administer the program. This board authorized certain expenditures for planning grants to libraries which might apply for state aid monies. It was under the Public Library Development Act that the present study was initiated.

A study of the resources and needs of the 20 participating libraries appeared to be of paramount importance. In planning for better library service, however, it seemed urgent that other libraries adjacent to these 20 be included in the survey, for in any cooperative program libraries must rely on each other. Hence, it was decided to include all of the public libraries in four counties of the Los Angeles metropolitan area. Los Angeles, Orange, Riverside and San Bernardino. In addition, a limited study was to be made of college and university, school, and special libraries in the same area.

The survey team is especially indebted to the library staffs in all of the libraries mentioned in this report, to the staff of the State Library, as well as to Miriam Matthews, retired Regional Librarian of the Los Angeles Public Library, who visited more than half of the libraries and who tabulated the interlibrary loan reports; to James Wilfers, Communications Consultant to the Pacific Telephone Company; William Mitchel, Director of the Computer Center, University of Southern California, William Larson, Project Director of the Youth Studies Center, University of Southern California. (Mr. Larson supervised the computer tabulations and the accuracy of figures in the mathematical computations in the report.) Fred Wilmshurst, of the Security First National Bank staff, drew the charts which are used as illustrations.

It has been a privilege to work with all of the people who have helped with this report. We trust our findings will aid in making library service more effective in Southern California.

SUMMARY

This is a report of a study which was undertaken for the purpose of assembling information and evaluating the services of the public libraries in the greater metropolitan area of Los Angeles. The general objective was to explore the feasibility of establishing a cooperative library system or systems under the Public Library Development Act which would include the public libraries and other libraries of Los Angeles, Orange, Riverside, and San Bernardino Counties. Although these counties do not comprise all of Southern California, for the sake of convenience, the term, "Southern California," will be used throughout the report to describe the four-county area.

A background knowledge of various socio-economic facts is needed in planning any program of service to libraries. A study of this type requires: (1) Knowledge of the users of libraries and of their needs and (2) Knowledge of the resources, facilities, and services of the libraries. In planning library services for all the people it is important to know the characteristics of the population, the age and racial distribution, the present educational levels and potential educational demands, the business and economic trends, the employment and recreational needs and interests, and the specialized professional and technical demands. It is also important to

know that there are transportation arteries which can furnish easy and quick access to libraries. Basic to every thing else is the ability and willingness of people to pay for high quality services. A brief summary of some of these factors follows.

FINDINGS AND CONCLUSIONS

The findings and conclusions are found in Chapter II, Background for Planning; Socio-Economic Factors; Chapter III, Public Library Resources in Southern California; Chapter IV, Status of Public Libraries in Southern California; Chapter V, Other Types of Libraries in the Four-County Area; and in Appendix I, Cooperative Projects and Related Information About Library Systems.

RECOMMENDATIONS

Suggestions and recommendations are given throughout the report, but they have a place of greater importance in the Summary and in Chapter VI, "A Plan and Recommendations for a System of Libraries for Southern California."

SOCIO-ECONOMIC FACTORS

The soaring population in Southern California makes many demands on libraries which they are unable to meet. The projected population, especially of the school age group, will place even heavier burdens on libraries in the future. Predictions are favorable for financial stability and for high personal incomes which can support better libraries.

Libraries have not kept pace with the population growth. Library resources and services fail to meet established standards in many areas of operation. The problem of developing an adequate program of public library service in Southern California is a two-fold one, involving: (1) the extension of services to presently unserved areas; and, (2) the improvement of services in areas already served. The establishment of a cooperative library system should be helpful in the solution of both

of these problems. Favorable factors for library systems are:

- The greatest immediate value of the system to a user is the right to obtain the best materials which are available anywhere in the system.
- Smaller libraries stand to gain a great deal from a system affiliation; the amount and quality of service will depend on the adequacy of the largest or the central library in the system.
- The matter of extending legal rights to library service can be arranged by the governmental jurisdictions in each community.

Southern California is a complex area which has the following characteristics:

I. Size Facts

Cities range in size, within the four-county area, from a town of 300 people to a city of 2,000,000 population and from a few square miles to 463 square miles in the City of Los Angeles.

II. Population Characteristics:

The population of the four counties increased from a total of over 2,000,000 people in 1940 to over 9,000,000 in 1964.

The four counties of Los Angeles, Orange, Riverside, and San Bernardino comprise over 48 percent of the entire population of the State of California.

The population growth is at the rate of 1,000 people a day and the projected growth is as dramatic as that of the recent past.

The projected age distribution indicates an increase in a younger age group, under 24 years old.

In racial distribution, within the four counties the Negro race has its largest concentration in Los Angeles County.

The largest minority is the Mexican-American group.

Many of the newcomers who will move to Southern California will have widely different social and cultural backgrounds and will require varied and extensive library services.

III. Education:

By 1980, 40 percent of the population will be in school and will be making greater demands on libraries.

Approximately half of the students attending school in California are in the four-county Southern California area under study.

IV. Economic Factors

The Los Angeles area is the nation's second largest market with leadership in many

diversified economic fields and with heavy demands on libraries for research materials.

V. Transportation:

There are more automobiles in Southern California than in any other comparable area in the world. Freeway expansion is an important factor in the development of library services; plans for future development of freeways are favorable for speedy transportation to libraries throughout Southern California.

VI. Personal Income:

The projected personal income for Southern California will be higher than for the nation as a whole. Projections of personal income foresee a doubling in Southern California by 1980. Promising economic conditions indicate ability to pay for superior services, including better libraries.

VII. Recorded Knowledge:

More scientific knowledge has been printed since 1900 than had been recorded in all the centuries preceding that date.

It is predicted that more material will be published in the field of chemistry in the next seven years than has been published as a total up to now.

VIII. Increased Rate of Publication:

In the mid-nineteen fifties approximately 10,000 book titles were published in this country; in 1964 there were 28,451 titles!

IX. Cost of Books:

The cost of books has increased. The increase has been more than 200 percent in the field of science and technology since 1947.

PUBLIC LIBRARIES IN SOUTHERN CALIFORNIA

Public libraries in Southern California are giving good service with limited resources. But, many of them fail to meet even minimum standards in: (1) total holdings, (2) volumes added annually, (3) number of books per capita, (4) number of periodicals, (5) per capita expenditures, (6) per capita circulation of books, (7) number of staff members, and (8) physical facilities.

A few highlights about public libraries in the four counties:

- For a population of 9,000,000 people there are approximately 10,000,000 volumes — only slightly over one book per capita.

- Less than half of the libraries meet the ALA minimum standard of 250 periodical titles.
- Per capita expenditures are low – the average is \$2.71 per capita for the four-county area.
- In personnel, the total for the four-county area is .9 percent of a librarian to each 2,500 people. In 45 percent of the libraries a professional staff member is serving between 5,000-10,000 people.
- Eighteen percent of the buildings were built before 1919.
- Reference and reading aid transactions increased 219 percent from the year 1960 to the year 1964.
- Interlibrary loans increased 127 percent in number of volumes lent from the year 1960 to the year 1964.
- Registered borrowers increased 165 percent from the year 1940 to the year 1964.

The libraries have been evaluated according to two sets of standards: (1) the standards of the American

Library Association and (2) the standards in this report which are recommended for California. The ALA Standards are almost ten years old and are unrealistically low in view of changes which have taken place in the ten-year interval. Yet, while a number of libraries meet these standards, a sizeable number of libraries still do not meet them.

New levels and standards of service have been prepared for this report. They reflect the changes and progress which are the result of advances in science, education, business, technology, and world affairs. These changes are placing heavy demands on libraries. The new standards also reflect the increasing costs in library materials and services. The libraries in this study were measured by the new standards and although several met standards for community libraries, few met standards for area libraries and only one library in Southern California can qualify as a research library.

Conclusion: Library use has increased greatly, but Southern California libraries, on the whole, are unable to supply the needs of users.

OTHER TYPES OF LIBRARIES IN THE LOS ANGELES AREA

There is a seeming plethora of university, college, junior college and high school libraries in the Los Angeles area, yet they are unable to serve the needs of the burgeoning numbers of students. The majority of the libraries fall below national standards. Only a few have budgets or collections which meet standards. Pressures on the libraries include: (1) mounting student enrollments; (2) increasing size of faculties to be served; (3) the phenomenal growth of research; (4) the creation of new departments and the introduction of new subject fields; (5) the increased volume of publishing; (6) the rising costs of books.

Academic libraries, although they often give courtesy reference service within a library, generally are not open to the general public. Students from high school libraries, which are not usually open at night, and college students are placing heavy demands on public libraries.

A large number of special libraries are located in Southern California. Many of them serve business or industrial organizations. They have, in many instances, unique and valuable collections, but these collections are not open to the public, as a general rule, and they, like the school libraries, make heavy demands on public libraries.

Conclusions

1. Libraries have not developed as fast as the population in Southern California nor have they kept pace with the progress of other community services.
2. The growth of knowledge, the rapidly multiplying population, the improved educational level of the people with their concomitant demands on libraries make it virtually impossible for an independent local library to meet the needs of its people.
3. A cooperative library system can provide greater breadth and depth of collections and better services for users of the various libraries.
4. There are two types of library systems: (a) a system for library users, (b) a system for libraries.

Advantages of Regional Cooperative Library Systems

1. Differences in political jurisdictions are resolved within one uniform library system, with libraries serving patrons from outside their municipal or county boundaries as members of the system. Non-residency and poor local collections are no longer limitations.

2. Students, research workers, and the general public have access to strong reference, research, and specialized collections.
3. Needless duplication of books, films and library materials is avoided.
4. Book selection, cataloging and processing can be done more economically in a central location and

the time of local librarians can be used for other important library work.

5. Special personnel such as subject specialists, children's librarians, and public relations staff may be pooled within the system and available to all member libraries.

RECOMMENDATIONS

- I. It is recommended that the public libraries in the counties of Los Angeles, Orange, Riverside, and San Bernardino form a cooperative library system under the California Public Library Development Act.

It is unlikely that any plan for a system of libraries will be ideal or universally acceptable, but better services can be provided through cooperative effort.

- II. It is recommended that cooperative relationships be arranged, also, with university, college, public school and special libraries.
- III. It is recommended that the plan which has been outlined for a coordinated program of library service for Southern California be adopted.
- IV. It is recommended that the areas and levels of library service in this plan be adopted.

Three levels of service are recommended: (1) Community Library Service; (2) Area Library Service; (3) Research Library Service. Central to the plan is the principle of high level library resources and services to every resident of the area, within one-half hour of travel time.

- V. It is proposed that the standards which are recommended be put into effect as soon as possible. The four aspects covered by the standards include: (1) Materials, (2) Staff, (3) Physical Facilities, and (4) Financial Support. The matter of finances and a community's willingness to support superior library service is stressed, for without this support the other standards cannot be attained.
- VI. It is recommended that the four-county area in Southern California develop 12 Area Libraries. A library has been designated in each region, to serve as the Area Library for the region. This

has been done with the full realization that some of the libraries listed may not be interested in joining the system. Participation will be on a voluntary basis.

- VII. It is recommended that a Bibliographical Center be established in Southern California, and that it be located in an existing library which has strong bibliographical resources.
- VIII. It is recommended that subject specialists be employed in Area and Research Libraries.
- IX. It is recommended that money be appropriated for a study of the use of data processing equipment and of new technology in future library operations; it is also recommended that libraries become involved in studies and research activities which may lead to improved services.
- X. It is recommended that per capita and establishment grants be requested for setting up each Area Library.
- XI. It is suggested that there are six fundamental requirements for a successful cooperative library system. These are listed below and it is recommended that they be the basis of a program for the system framework:
 1. An organizational structure which will take into account library service at both regional and state levels. This will include:
 - (a) An administrative body. This should be composed of at least one representative from each participating library and should plan the program, set standards, establish policies, and provide for the organization, administration, and continuing work of the cooperating group.
 - (b) A permanent staff to administer and coordinate the program. The system staff will

assist libraries in the establishment of services and with the continuing work of the system. Their recommendations will be of an advisory nature; decisions affecting member libraries will be made by the libraries themselves.

2. **Financial resources to execute the program.** If library services are improved and extended, financial resources must be provided. The source of revenue in the majority of public libraries is the property tax and this has many limitations. Support may be available from state and federal aid. It is suggested that the possibilities of other sources of income for libraries be investigated.
3. **Enriched library resources.** It is recommended that library resources be enriched as soon as possible, after the system-organizational structure has been established. Extensive collections will be needed and should include books, audio-visual materials, and both current and back files of periodicals.
4. **Reciprocal loan privileges.** The single greatest benefit which may result from library cooperation is the extension of loan privileges; this will give the resident of any community access to the collections of all of the libraries in his region.
5. **A quick communications network.** This will enable library users to locate and obtain library materials quickly and will expedite inter-library loan requests.
6. **A rapid delivery service.** Library materials after they have been located in a system, can be delivered immediately to the user, if a rapid delivery service is available.

- XII. After the system has been established, it is recommended that the following services be provided:

First Priority Services

A universal borrower's card which will be honored by any member library of the system.

Interlibrary loans will make possible the sharing of books which many libraries cannot own.

Photocopying service will provide an inexpensive method for reproducing journal articles and portions of books.

A centralized and coordinated acquisitions program should ensure better discounts; a coordinated plan for purchasing should avoid unnecessary duplication of expensive but seldom-used materials.

A centralized cataloging and processing center should reduce unit costs as compared to individual library operations.

Various union lists should be helpful in answering reference questions and in making interlibrary loans.

The preparation of bibliographic lists will be of special value to scholars and research workers.

Literature searches will be of assistance in locating materials and gaining access to them.

In-service training programs will provide continuing education for library staff members.

The addition of new electronic and mechanical equipment will increase efficiency and free staff members for other work.

Second Priority Services

The exchange of duplicate books will transfer books from a library where they are no longer needed to another library where they will serve a useful purpose.

Assistance to libraries in systematic withdrawal of books can be a function of system consultants to those libraries which do not have a systematic plan for withdrawing and discarding books.

Plans for Storage Facilities may be of value for little-used materials; compact storage in individual libraries is recommended in preference to a central storage center.

A review room displaying scientific, technical, and other expensive or special interest books will assist librarians in decisions as to whether or not to buy certain books.

Rotating collections of certain types of books will enable libraries to have access to books which they might not be able to buy.

FINANCE

The library has been described against a background of population trends, educational developments and community needs. But the chief factor which determines the rise, or fall, or stagnation of a library is money.

A look at budgets indicates an appreciable increase in library income within the last 25 years. Part of this increase has been due to the shrinking purchasing power of the dollar, part to the competition for personnel and the need for higher salaries, part to expanded local programs. Most communities are hampered by the inefficient and out-dated property tax. In light of what has been done in other states, it seems not unreasonable to expect that eventually the total amount appropriated by California for public libraries from State funds should reach at least 30 percent of the total expended in the State for local library service. Prospects are favorable for greatly increased federal funds for libraries.

Financing Limitations

Limiting factors of the local tax system are:

1. Heavy reliance on the property tax.

2. The failure of local officials to take a more comprehensive view of local financing in order to develop a more diversified system of revenue.
3. Exemptions from real property taxation.
4. General tax-payer resistance to increased taxes.

An increase of up to 50 percent in library facilities and services within 25 years may seem impossible in the light of present library budgets. But the population increase will generate at least comparable if not better increases in national income. Philip Hauser predicts that we can afford to pay for the indicated expansion by the fact that the increase in the national income of the United States which may be anticipated by 1975 even under conservative assumptions will exceed the national income of any nation on the earth today, except the United States itself.[†] The size of the task should be examined against the fundamental importance of literacy and the place of the library in modern life and of the great productivity and purchasing power of the American people which demonstrate that we can afford to take over the task and go forward with the program.

SOUTHERN CALIFORNIA CAN AFFORD HIGH LEVEL LIBRARY SERVICES

The present and predicted economic growth of the Los Angeles metropolitan area and of the State of California indicates capacity to meet costs of public services. Projections of personal income foresee a doubling of this item, by 1980,

in Southern California. But libraries cannot wait until 1980 to begin. Early requests should be made for establishment and per capita grants for the purpose of setting up each Area Library, for employing staff, purchasing equipment and beginning operations.

[†]Philip M. Hauser, "Community Developments and Their Effect on Library Planning," *The Library Quarterly* XXVII, (October 1957), p. 256.

IMPLEMENTATION OF THIS REPORT

The recommendations of this report may be put into effect in the following way:

- (a) It should be read, changed or modified if necessary, and accepted in principle by each librarian, his governing board, and the government authority which is over the library.
- (b) The committee which has sponsored this study, or a newly constituted committee, should consult the State Librarian as to the acceptability of the plan. (It is suggested that the present chairman serve as a convener for the first organizational meeting.)
- (c) The committee should formulate a program for putting the plan into action, and deciding on priorities for the first projects.
- (d) The committee should establish a Joint Exercise of Powers agreement and submit it to the governing body of the city or county for approval.
- (e) The plan should be put into action, and, at the end of a year, it should be reviewed, evaluated, and continued or changed, as the case may be.

CHAPTER I
INTRODUCTION

CHAPTER I

INTRODUCTION

The purpose of this study is to assess the present state of public library service in a four-county metropolitan area as an aid to developing a plan for a regional system of improved library services through cooperative effort. The survey includes the public libraries and other types of libraries, to a limited extent, in Los Angeles, Orange, Riverside and San Bernardino Counties. These four counties are a geographical entity which includes the greater Los Angeles metropolitan area and they form a logical group for a metropolitan system of libraries. However, the system could be either larger or smaller than the four-county area, as dictated by expediency. In general, the study has been concerned not with political but with operational issues of libraries.

General Objectives of the Study

To explore the feasibility of establishing a cooperative library system or systems under the Public Library Development Act, which would include the public libraries and other libraries of Los Angeles, Orange, Riverside, and San Bernardino Counties.

To recommend the organization, and services which would make modern library resources fully available to all the citizens of the area.

To supply data about the present situation, with documentation about major needs, to be used as a basis for continued planning and improvements of library services through cooperative effort in the period ahead.

To identify geographic areas which might reasonably affiliate in a plan for coordination of library resources among all types of libraries.

To relate a regional cooperative program in the area to state-wide plans for California.

To assess the cost of operation for a proposed regional system.

To secure maximum use of public money by avoiding unnecessary duplication of effort, facilities, materials, and service.

To determine equitable compensation for any library giving services to persons not living within the tax district.

To establish priorities among the proposed services in relation to the urgency of need for them.

To indicate how the services should be established and how they would operate.

To investigate and evaluate the practical use of automated information retrieval systems in a library system.

Methods of Surveying the Library Resources and Services of the Four Counties

1. There was a survey of the literature in the field in book, pamphlet, journal and report form. Especially valuable were the reports of the California State Library, and those of the U. S. Office of Education, the California State Department of Education, the U. S. government census reports, the Chamber of Commerce of Los Angeles, the releases of city planning offices in 60 Southern California cities, reports of other library surveys in other states, especially New York, New Jersey, and Pennsylvania.
2. Questionnaires were sent to the public libraries in the four counties being surveyed. The first of these was a preliminary type, designed to involve the staffs of the libraries, so that the librarians might identify their problems and suggest possible solutions. A second questionnaire, intended for the librarian, was sent for the purpose of obtaining otherwise unavailable information about the library, its staff, and its services. A supplementary questionnaire was sent later, on centralized acquisitions, cataloging and processing.
3. Checklists were sent to the libraries to be checked against their holdings of selected reference books, books in selected subject areas, and a list of periodical titles. This served as a "spot check" for depth of collections. The list of periodicals, being a long and, in some cases, specialized selection, was sent only to the largest libraries, in cities of over 50,000 population. Several of the checklists focused

on topics of current or perennial interest; others were the notable books of the past year. These last titles were checked not only against each library's holdings but also against the shelves to see whether or not there were copies in the library. The subject lists were based on lists used for similar purposes in New York, New Jersey, and Pennsylvania and also on a reference list selected by the Reference Service Division of the American Library Association. The lists were revised by subject specialists in the libraries of Los Angeles City and County, and the libraries of Santa Monica, South Pasadena, and Riverside.

4. Personal interviews were held with librarians in each of the public libraries.
5. Information and assistance were sought from specialists in data processing, in communications, including telephone company engineers, and with persons in the fields of trucking and transportation.

6. A meeting of 17 persons, representing various institutions and organizations, was held in December 1964. The purpose was to explain the project and to seek advice in executing it. Included were representatives of the city and county Superintendent of Schools Offices, the Parent-Teacher Association, the League of California Cities, the Librarian of the University of California at Los Angeles, the League of Women Voters, the Administrative Committee of the group of librarians in the Survey group, and the head of California Citizens for Better Libraries.

7. Meetings of the Administrative Committee of the Library Survey Group in the four counties, were convened in February, March, and April for the purpose of presenting progress reports of the findings of the study. A meeting of representatives of the 20 libraries participating in the survey was convened on May 14; at this time the tentative conclusions of the report were summarized.

CHAPTER II

BACKGROUND FOR PLANNING: SOCIO-ECONOMIC FACTORS

CHAPTER II

BACKGROUND FOR PLANNING: Socio-Economic Factors

A background knowledge of various socio-economic facts is needed in planning any program of service to libraries. The four-county metropolitan area in Southern California is a giant sprawling metropolis where rapid and continuous growth creates a variety of economic, social and fiscal problems. Among these is the lack of adequate libraries and library services for the mushrooming population. The population of California passed the seven million mark in 1940, the ten million mark in 1950, the 15 million mark in 1960 and by 1980 it is estimated that the population will be over 28 million.

If Southern California Were A State

In a recent Security First National Bank publication the statement was made that if Southern California were a separate state of the union, it would outrank the other 50 in population except for California as presently constituted and New York. In terms of numerical population increase between April 1, 1960 and July, 1964, Southern California outranks all states except, of course, California itself.

Exploding Population

The Malthusian Theory of population growth in geometric rather than arithmetic patterns seems to be borne out in the rapidly increasing number of persons living today.

Population Growth in Southern California

According to the 1960 Census report, the population growth in the greater Los Angeles area has eclipsed that of every metropole in the nation; in recent years the growth has been at the rate of 1,000 persons a day. In 1963 approximately 60 percent of the State's population lived in the ten southern counties. One of these, Los Angeles, is the most populous county in the United States.

In the four counties of Los Angeles, Orange, Riverside, and San Bernardino the increase has been phenomenal. Since 1950 the Los Angeles-Long Beach area shows the largest numerical increase in the nation. The fastest growing county in the state with the largest percentage increase in the four-county area, from 1950-1960, was Orange County, with an increase of over 225 percent, Riverside was next with 80 percent, San Bernardino was third with 78 percent and Los Angeles was fourth with 45.5 percent. The four-county area comprises 48.2 percent of the entire population of the State.

The increase has continued from 1960 to date. The 1964 figures show Orange County as still leading with over 45 percent increase.

Table 1 – POPULATION OF FOUR CALIFORNIA COUNTIES, CENSUS OF 1940-60

County	April 1, 1940	April 1, 1950	April 1, 1960	Change, 1950-60	
				Number	Percent
Los Angeles	2,785,643	4,151,687	6,038,771	1,887,084	45.5
Orange	130,760	216,224	703,925	487,701	225.6
Riverside	105,524	170,046	306,191	136,145	80.1
San Bernardino	161,108	281,642	503,591	221,949	78.8

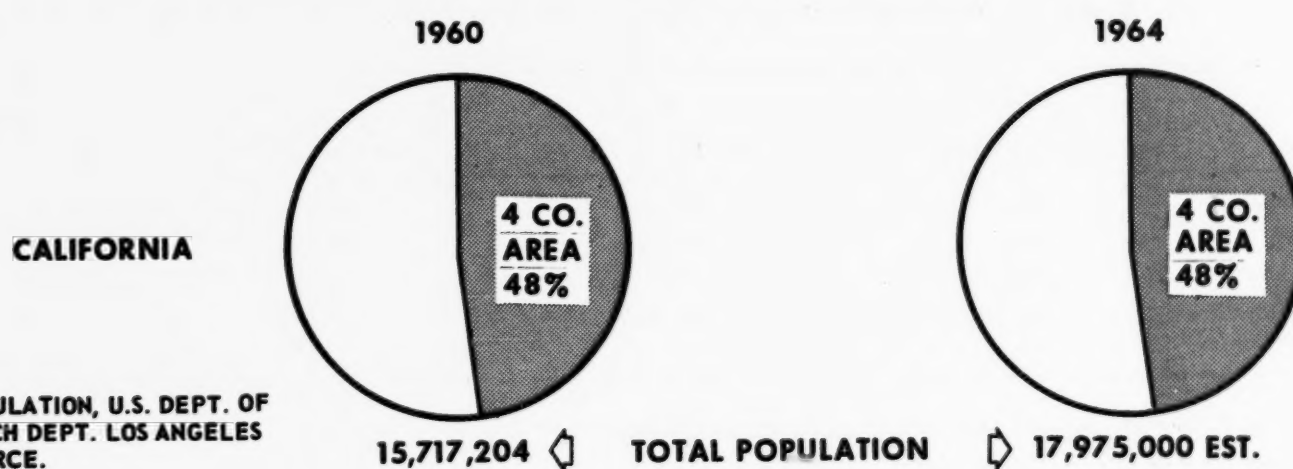
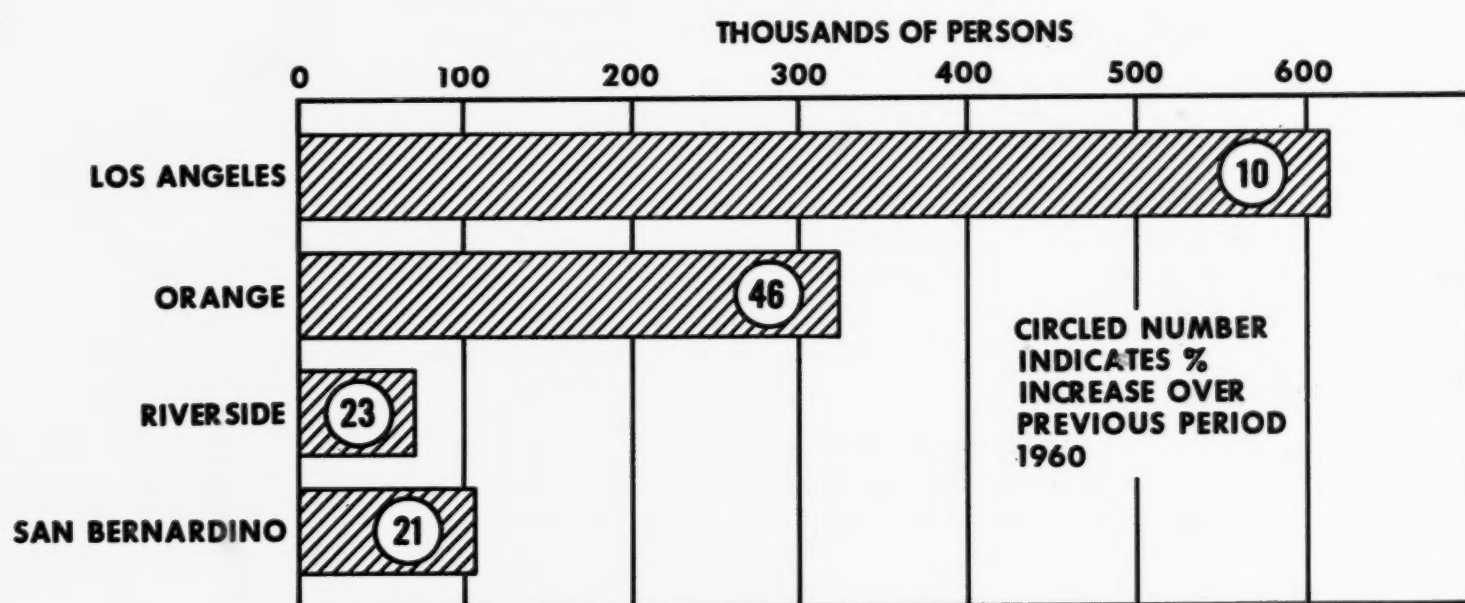
Source: U. S. Department of Commerce, Bureau of the Census
Department of Finance – (California)

**Table 2 - ESTIMATED POPULATION INCREASE, FOUR CALIFORNIA COUNTIES
1960-1964**

	1960 Census	Estimate Jan. 1, 1964	Numerical Increase	Percent Increase
Los Angeles	6,042,431	6,657,000	614,569	10.2
Orange	703,925	1,025,000	321,075	45.6
Riverside	306,191	377,000	70,809	23.1
San Bernardino	503,591	610,000	106,409	21.1
Total 4-County Area	7,556,138	8,669,060	1,112,862	14.7
State of California	15,717,204	17,975,000	2,257,796	14.4
4-County Area as % of State	48.1	48.2	49.2	

Sources: 1960 Census of Population, U. S. Department of Commerce; Research Dept., Los Angeles Chamber of Commerce

NUMERICAL INCREASE IN POPULATION 1960-1964 IN SELECTED COUNTIES



SOURCES:
1960 CENSUS OF POPULATION, U.S. DEPT. OF
COMMERCE; RESEARCH DEPT. LOS ANGELES
CHAMBER OF COMMERCE.

Figure 1

Table 3 - PROJECTED POPULATION INCREASES, FOUR CALIFORNIA COUNTIES†

County	10-Year Increase (1970 Over 1960)		20-Year Increase (1980 Over 1960)	
	Number	Percent	Number	Percent
Los Angeles	1,499,000	25.0	3,022,000	+50.3
Orange	746,200	109.1	1,436,200	+210.0
L. A. - LONG BEACH METROPOLITAN AREA	2,245,200	33.6	4,458,200	+66.7
Riverside	187,300	61.9	422,300	+139.5
San Bernardino	219,000	43.7	539,000	+107.6

PROJECTED POPULATION

The projected population growth for the four counties is as dramatic as that of the recent past. It is predicted that Los Angeles County will experience the largest numerical growth in the next 15 years. Orange, San Bernardino, and Riverside are expected to follow in that order, although Orange County will have the highest relative rate of population growth between 1960 and 1980, with a predicted increase of over 210 percent. The population is expected to more than double in Riverside and San Bernardino Counties.

Los Angeles County has already reached one half of its ultimate growth potential; by 1980 it will have reached 87.4 percent of its total potential.

Orange County will experience considerable growth. Subsequent to 1980 the large geographical areas of Riverside - San Bernardino Counties will grow rapidly; the population saturation point will be reached, according to forecasts, by the year 2020.††

AGE DISTRIBUTION

The projected age distribution for Southern California for 1970 and 1980 indicates an increase in a younger age group, with a large increase in the number of school-age children from kindergarten to high school. The two age groups which represent the main source of demand for higher education - 15-19 and 20-24 - will increase more rapidly than any other population groups in the

next 20 years. The 25-64 age group will decrease and the proportion of those above 65 years of age will not grow proportionately, although it should be noted that more elderly people retire to Southern California than to other parts of the State. It is predicted that a million and a half persons, over 65 years of age, will live in Southern California in 1980.†††

RACIAL DISTRIBUTION

The distribution of race shows greater contrast. In Los Angeles there are more than 461,000 Negroes, whereas there are only approximately 3,000 in Orange County, 12,000 in Riverside and 17,000 in San Bernardino. There are almost 500,000 Negroes in the four counties. The number of other races in each county is smaller than the Negro race, except in Orange County where the Negro is the smallest racial group. (Appendix II, Table III)

In addition to the distribution of white and Negro races, a study has been made of several minority groups. The largest minority group is the Mexican-American, with more than 700,000 people; there are more than 80,000 Japanese and smaller numbers of Chinese, Indians and Filipinos. At the time of the 1960 census, there were over 600,000 foreign born in the four-county area. The mother tongue of more than 145,000 of them was Spanish. German, Italian, Yiddish, Russian, French, Dutch and many other languages are represented in the list of 26 nationalities reported in the 1960 census. (Appendix II, Table IV)

†Source: Southern California Research Council

††Source: Population Sub-Committee, Research Dept., L. A. Chamber of Commerce (July 1963)

†††Sources: State Department of Finance, Southern California Research Council

**POPULATION INCREASE
1910 PROJECTED TO 1980
LOS ANGELES COUNTY**

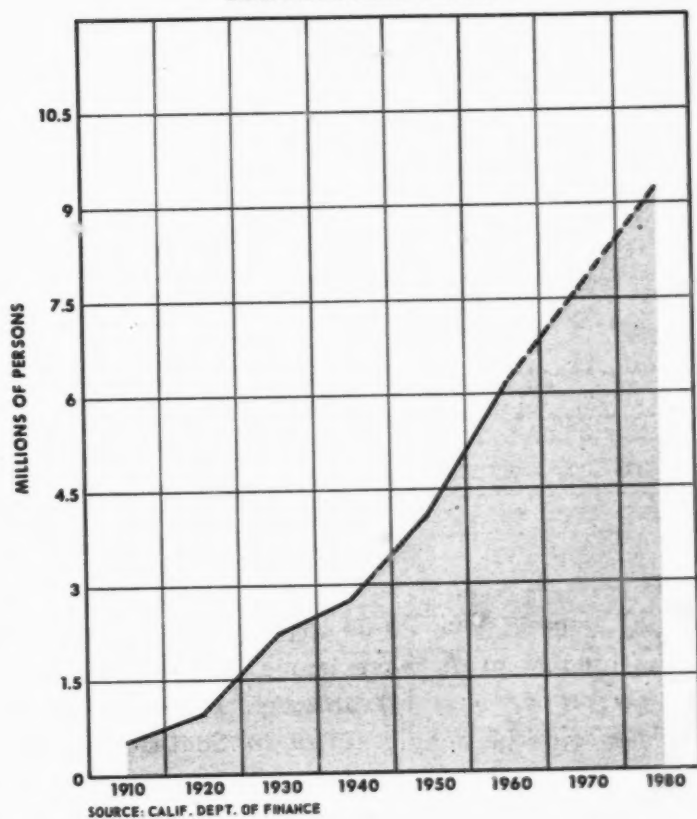


Figure 2

**POPULATION INCREASE
1910 PROJECTED TO 1980
RIVERSIDE COUNTY**

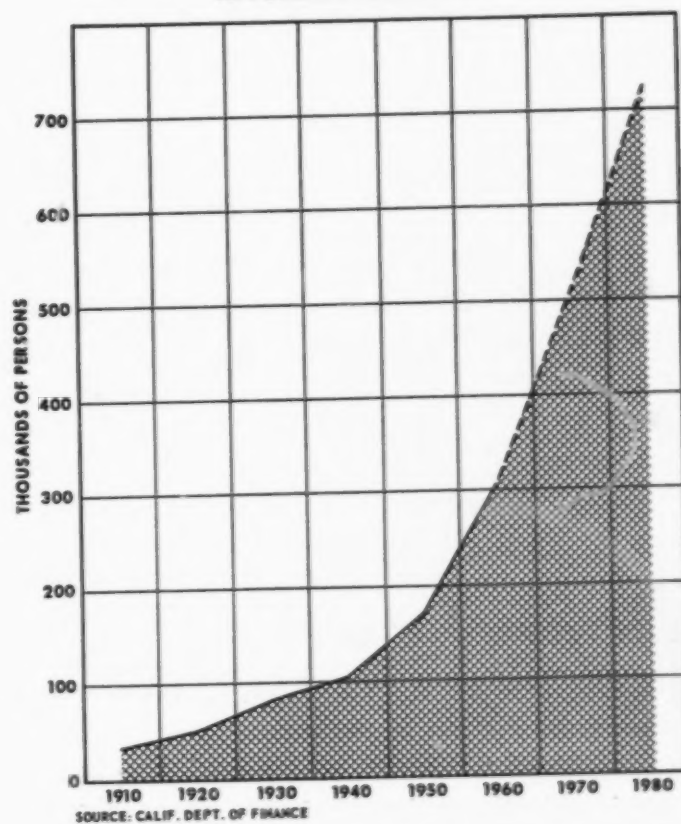


Figure 4

**POPULATION INCREASE
1910 PROJECTED TO 1980
ORANGE COUNTY**

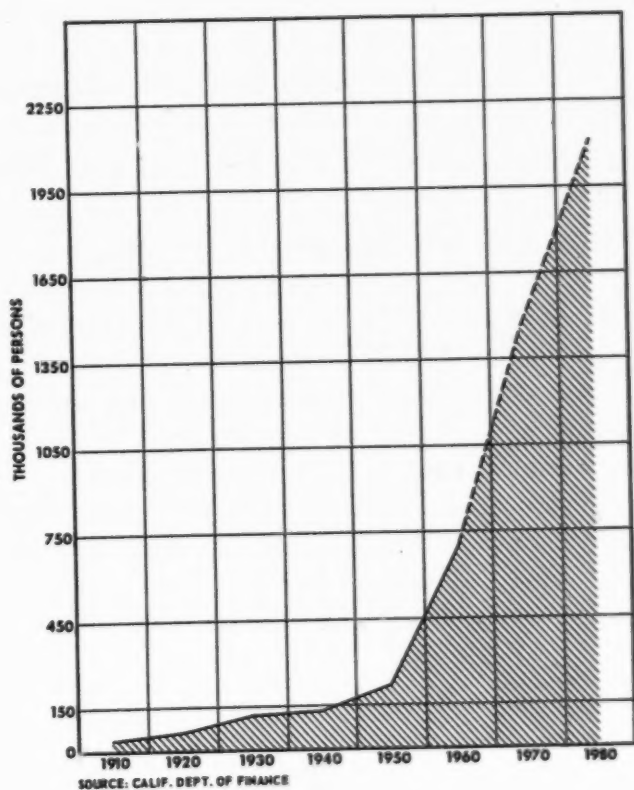


Figure 3

**POPULATION INCREASE
1910 PROJECTED TO 1980
SAN BERNARDINO COUNTY**

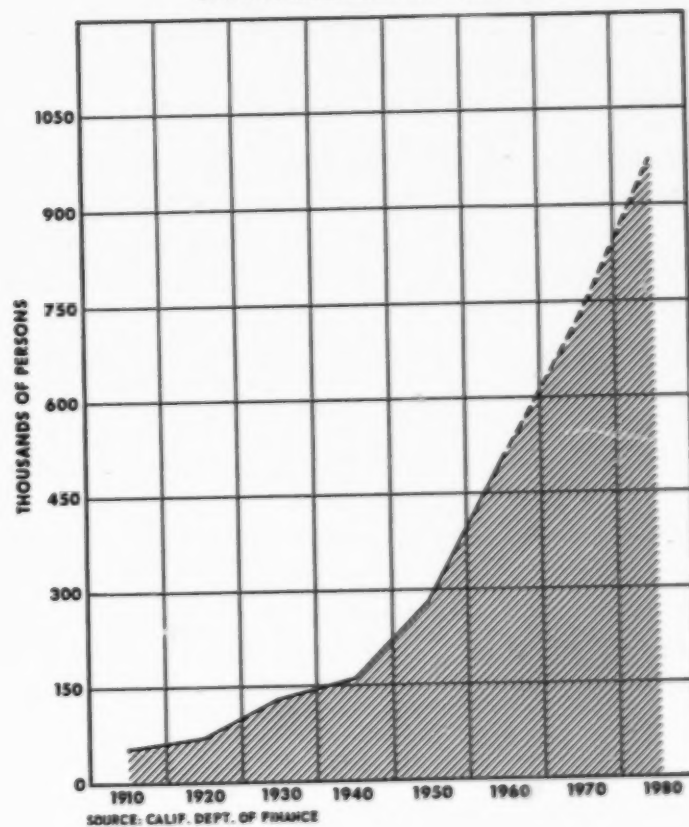


Figure 5

EDUCATION

Educational costs will increase by 1980, for by this date 40 percent of the population will be in school as against 34 percent in 1960; the increase is predicted to be 15 to 22 percent, with no consideration of inflation. Dollar costs will increase more rapidly than enrollment. During the 20-year period from 1960 to 1980, enrollment will increase 2.15 times, costs 2.40 times. Additional faculty will be needed to handle increased enrollments.[†] Better libraries will be needed and demanded by students.

Educational attainment has been above the national average in California. In the percent of population 25 years of age and older with at least four years of college, the state is fifth in rank in the nation. The Los Angeles-Orange County area ranked first in 1963 among the nation's largest metropolitan areas in percentage of residents with at least a high school education, and in ratio of persons who had attended college. In the four-county area the median school years completed for all of the counties was almost 12 years and in two counties over 12. The number of people with at least four years of high school was around 50 percent for Riverside and San Bernardino; it was 53.1 and 57.7 percent, respectively for Los Angeles and Orange Counties. Orange County leads with the highest percent, 10.6 percent, of persons who have at least four years of college. Los Angeles has 9.8 percent with at least four years of college; Riverside has 8.7 and San Bernardino 7.3 percent. (Appendix II, Table V) Over 14 percent of employed persons were classified as professional or technical workers in Los Angeles and Orange Counties and over 12 percent were so classified in Riverside and San Bernardino Counties.

SCHOOL ENROLLMENT

Approximately half of the students attending school in California are in the four-county metropolitan area. The graded enrollment, kindergarten through grade 14, has a range from 46 percent to 56.7 percent as a percent of the total enrollment in the state. In the institutions of higher learning, the four counties make up 57.6 percent of the total enrollment in the state. (Appendix II, Table VI) Total enrollment and public school facilities in the four counties are shown in Appendix II, Table VII.

ECONOMIC GROWTH

Ranking **FIRST** in the nation in the growth of manufacturing, retail sales, construction and population, this area also leads the nation in aerospace and missile

production, electronics employment, furniture manufacturing, manufacturing of canned and cured seafood, motion picture production, nonferrous foundry manufacturing, plumbing and non-electric heating manufacturing, the manufacture of pottery and related products, structural clay products, value of dairy products, motor vehicle registration, gasoline service stations sales, savings and loan association assets and many other economic aspects. In almost any category, the metropolitan area of Los Angeles is either the leader or a potential leader. Few areas can boast of leadership in as many diversified economic fields. What is more remarkable, is that the area is still growing and adding to its amazing record. The implications for libraries are evident: (1) Business and industry will need more and more research assistance from libraries as they move into the future (2) the prosperity which will accompany the development should support better libraries.

TRADE

Retail sales in 1963 indicated that the four-county area accounted for approximately half of the sales in the whole state. The total in the various categories for the four counties was 49.3 percent of that of the entire state of California. The figure was over 50 percent in general merchandise, apparel, furniture and household appliances, automotive and drugs. (Appendix II, Table IX) All of this implies that the four-county area is in a better position to support libraries than any other part of California.

EMPLOYMENT

The employment market appears to be favorable. The percent unemployed in 1963 in Los Angeles and Orange Counties was down to 5.7 percent and in San Bernardino and Riverside Counties it was six percent. (Appendix II, Table X) The outlook for libraries is favorable in that citizens will be gainfully employed, interested in self and civic improvement, and better able to support libraries.

TRANSPORTATION

"Southern California, the land of people on wheels!" Automobile ownership is higher on a per capita basis than any other comparable area in the world. The freeway system permits this high usage of cars. Here is a metropolis whose shape has been dictated by the automobile and whose problem is learning how to live with movement.

The four-county area accounts for over 48 percent of the total vehicle registration in California and for over 50 percent of the passenger car registrations. (Appendix II, Table XI)

[†]Source: Southern California Research Council

FREEWAYS

To prepare for future needs, the 1959 state legislature created a freeway expansion program to meet 1980 needs. The plan foresees 12,500 miles of freeway within the state by 1980; this will help take care of the 18,000,000 motor vehicles which will be driven by the expected population of over 28 million people. The State Division of Highways has the following estimates for freeways for the four-county area:

Table 4
SOUTHERN CALIFORNIA FREEWAY MILEAGE

County	1964	1980	Percent Change
Los Angeles	297.9	1,064.	257.2
Orange	83.0	248.	198.8
Riverside	195.6	567.	189.9
San Bernardino	305.6	995.	225.6

"Freeway close" has become a big factor in the establishment of residential and business communities and it will be an important fact in plans for a library system. In a release from the State Division of Highways, plans are given for a network which by 1980 will include more than 1,500 miles in the four-county area. The freeway system which even now provides rapid and easy access to almost every library in the greater Los Angeles area, will soon enable almost every citizen in the area to get to a large library within 20 to 30 minutes driving time (provided he has access to the library).

PERSONAL INCOME IN 1980

Projections of personal income for Southern California, a 14-county area, foresee a doubling by 1980. If this should become a reality, Southern Californians will command annual personal incomes exceeding 80 billion dollars. Personal income per capita will have risen from the 1963 level of \$2,930 to \$4,532.

The net effective buying income per capita and per household shows that the four-county area is higher than the State of California; the per capita for California, in 1963, was \$2,535 and for the four-county area it was \$2,679; and the four-county area as a percent of the state was 50.9 percent. More than 54 percent of families earning \$25,000 and over live in the four-county area. (Appendix II, Table XII) An interesting study has been made of family expenditures and income in 179 families in the Los Angeles area. The amount spent for reading is discouragingly small. (Appendix II, Table XIII)

The average tax rate per \$100 of assessed value for property owners, 1962-63, in the four counties was for Los Angeles \$7.68, Orange \$7.87, Riverside \$7.32 and San Bernardino \$8.08. (Appendix II, Tables XIV, XV) The Consumer Price Index increased in Los Angeles from 48.4 percent in 1939 to 108.2 percent in 1963. (Appendix II, Table XVI) All of these factors indicate a healthy economic growth prospect and a personal income which will probably be higher than that in the country as a whole.

SPATIAL PATTERNS

The spatial patterns of present physical residential regions in Southern California may be modified. Retail trade has followed the customer who has gone to the suburbs. Shopping areas, formerly concentrated in the downtown business district, are now in suburbia. The outlying suburban areas have grown rapidly while inner areas have decayed and become obsolescent. While the latter are being renovated and renewed, obsolescence may, in turn, occur in the outlying peripheral areas. Sociologists predict that the community of the future will depend less on its origin and location in respect to the center and older section of the city and more on the will of organized population groups as manifested in their planning and development activities.

It has been noted that young married couples tend to live towards the center of the city. As children come they move to suburban areas where their offspring can have larger homes and more space. It is predicted that after the children have left home, the parents will move back to the inner city. Library plans should take into account the changing physical structures of cities as well as the way in which the area is used by its inhabitants. It seems reasonable to assume that plans must be made for a more heterogeneous metropolitan population in the future and for more dependence on metropolitan libraries by non-resident populations.

Various Types of Population Areas

In the Los Angeles metropolitan region, there are many different types of populated areas. There are the incorporated cities, varying in size from approximately 300 to over 2,000,000 in population and from a few square miles to the 463 square miles of the City of Los Angeles. There are thousands of people living in the unincorporated communities near large cities. There are also several sections in Los Angeles which retain their former names such as Hollywood and Eagle Rock.

The vital need is for framework in government big enough to embrace the whole region and for a cybernetic system of communications and control which is in line with up-to-date developments in science and technology.

LIBRARY PLANS

Any library plan for this region should be simple in form, applicable in administrative framework, productive of more efficient services, and as economical as the present cost of operating separately. Library services in Southern California must be expanded to meet an enormous population increase. The library planner must take into account these facts: (1) different age levels will have to be served; (2) the trend toward increasing enrollment in secondary and higher education will inevitably affect reading habits; (3) due to changes in ethnicity and race the library may become a significant agent in assisting minority groups make basic transitions in their way of life and (4) library plans should anticipate changing neighborhoods within the metropolitan complex with possible drastic accommodations to meet the changes.

CONDITIONS TO BE FACED

High school and college students, businessmen, scientists and research workers are engaged daily in research. Many obstacles delay and frustrate them in their work. Three of these are: (1) the exploding population (2) the expanding growth of information (3) the lack of access to recorded knowledge.

Enormous Growth of Knowledge

Recorded knowledge is growing at an unbelievable rate. More scientific information has been printed in the period since 1900 than had been recorded, as a total, in the centuries preceding this date. In the field of chemistry, the literature is doubling every seven years; in the next seven years it is predicted that more material will be published in this field than in all the years that have gone before. Over 3,000 abstract journals attempt to condense and bring about some bibliographical control over specialized materials and more than 75,000 scientific and technical journals are being published in 65 different languages. Mastery of any subject field is virtually impossible while inadequate documentation and dissemination make literature searching slow and costly.

Research Needs

Emphasis on education and the increasing number of persons enrolled in educational institutions is bringing pressure on the libraries of these institutions and on all libraries in the geographical area. Research in science and industry, in government, in the professions and in research organizations has developed at a very accelerated pace. To support and implement reading, learning, study and research wherever needed is one of

the primary responsibilities of libraries. In Southern California the challenge has almost reached crisis proportions.

There are many levels of library use, ranging from the elementary school to graduate education and from simple recreational reading to adult education classes and to highly specialized technical and research literature. Public libraries, in particular, are asked to supply a wide range of materials which must cover every area of human knowledge.

A great deal of scientific work is being done in Southern California and the implication is clear that the universities and colleges and libraries of every type will have to expand existing programs of scientific study, as well as add new ones, to enrich the scientific environment and to meet the growing demands in this field.

INCREASED RATE OF PUBLICATION

Within a seven-year period the volume of publication has increased more than 100 percent in the United States alone. The record is as follows:

Year	No. of Books	Percent of Increase
1958	13,462	-
1959	14,876	11
1960	15,012	1
1961	18,060	20.3
1962	21,904	21
1963	25,784	18
1964	28,451	10

The 28,451 titles published in 1964 marks a record high in publishing output. Categories showing the greatest increases are Language (up 64 percent over 1963), Sociology and Economics (up 32 percent), and Education (up 31 percent). As pointed out in last year's statistical analysis (*Publishers' Weekly*, January 20, 1964), the continuing trend in language books is due primarily to new teaching techniques, such as programmed instruction, and texts accompanied by supplementary educational materials (phonograph records, test booklets) as well as an accelerating production of advanced language readers.

The rise in educational books, when viewed in conjunction with the increase in textbook production in all categories and at all levels, generally, represents the continuing effort to teach more effectively a burgeoning classroom population. Much the same can be said for the Sociology and Economics category, which increased 32 percent over the prior year.

Above average increases in the categories of Travel (21 percent), Music (19 percent), and Poetry and Drama

(19 percent) seem to indicate that publishers believe that increasing leisure in the affluent society will be devoted largely to cultural pursuits.

On the basis of two factors, rising prices and increased rate of publication, it is reasonable to assume that an annual increase in book funds will be necessary, especially in universities, to maintain a given level of acquisitions from the current volume of publishing.

COST OF BOOKS AND PERIODICALS

Since World War II, along with other segments of society, libraries have experienced inflation in all areas: Salaries, books and other library materials, supplies, binding and equipment. The extent of the increase in price of books and periodicals is shown in the following cost index of books from 1947-49 to 1963:

Table 5 - COST INDEX

Books		Periodicals	
Year - 1947-49	1963	Year - 1947-49	1963
Index - 100	182.4	Index 100	174.3

The average annual increase has been six percent and in recent years it has been ten percent. The index for fields such as science and technology is over 200 for 1964.

The index of prices of hardcover books, 1957 through 1964 is shown in Table 6.

The median price of the novels advertised in the 1964 Fall Announcement of *Publishers' Weekly* was \$4.95. Biography averaged, \$6.24 per volume. History volumes averaged \$7.85 in price, the latter an increase of 12 percent from the 1963 average.

PROBLEMS CONFRONTING LIBRARIES

Public libraries are inundated with large numbers of people, particularly students, whose demands cannot be filled satisfactorily. The growth of knowledge, the increased rate of publication, the inflated prices of books, and the shortage of professional library personnel create problems which must be overcome, if the libraries are to give good service and supply the demands of the users.

Table 6 - INDEX OF PRICES OF HARDCOVER BOOKS 1957-59 THROUGH 1964
(Index of 100.0 is equal to average price 1957-59)

(Index of 100.0 is equal to average price 1957-59)												
1957-59			1960		1961		1962		1963		1964	
Category	Average Price	Index	Average Price	Index	Average Price	Index	Average Price	Index	Average Price	Index	Average Price	Index
Total	\$5.29	100.0	\$5.24	99.1	\$5.81	109.8	\$5.90	111.5	\$6.55	123.8	\$6.93	131.0

Source: *Publishers' Weekly*, January 18, 1965

CHAPTER III

PUBLIC LIBRARY RESOURCES IN SOUTHERN CALIFORNIA

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PUBLIC LIBRARY RESOURCES IN SOUTHERN CALIFORNIA

Rising Importance of Libraries

The importance of public libraries is emphasized by the fact that people have more leisure than they have ever had before. Libraries are used for serious purposes by businessmen, people pursuing avocations or learning new skills, students of high school and college age, school children in elementary grades and pre-school age, university students, scholars, scientists, research workers and general readers. And the United States is one of the most literate nations in the world. Less than four percent of the people in this country are unable to read. Expenditures for books, magazines and newspapers amount to almost four billion dollars, annually. The expenditure for books last year represented an increase of 11 percent over the preceding year.

Poverty in the Midst of Plenty

Despite these figures, an individual reader still has great difficulty in obtaining, quickly and easily, a copy of a book which he wants from a library within the geographical area in which he lives. And although some libraries have large collections of books, there are thousands of libraries which do not meet the minimum standards which have been set up by professional library groups. The typical small public library cannot, standing alone, provide any real range of library collections or services, due to limited support and restricted tax bases.

In order to have not superior but even adequate library service, it is necessary to think in terms of larger units of service. It is rather generally recognized that a minimum of 200,000 population is required to maintain library service at a reasonable cost per capita.

The reasoning behind the large unit-of-service concept is that a single budget can be used more effectively than several small budgets, as, for example, it can purchase more and better books at greater discounts than can be acquired by several small budgets, although the sum of the total may be the same. Another example of higher efficiency and greater economy is in the cooperation and consolidation of such activities as the cataloging and processing books. Instead of six libraries, with six sets of staff members, separately cataloging

the same book titles, they may unite in one cooperative enterprise, thus getting the work done better and releasing some of the staff members for other work in the libraries.

Cooperation and forms of consolidation do not mean that books are removed from smaller localities or that local autonomy is usurped. On the contrary, the result is the extension and sharing of library resources and the access, by individual libraries, to more extensive resources than they have within their own limited book stocks.

EXTENSIVE RESOURCES ARE INADEQUATE FOR NEEDS OF PUBLIC

The Los Angeles metropolitan area is rich in libraries and library resources. The Los Angeles Public Library is one of the finest in the nation. The libraries of the University of California at Los Angeles and of the University of Southern California provide rich sources for undergraduate as well as graduate study and research; the internationally known Henry E. Huntington and William Andrews Clark libraries are used by scholars from around the world. The Honnold Library of the associated colleges at Claremont, the University of California at Riverside, and several other state and private colleges serve thousands of students. Also important are the special libraries maintained by business, industry, government, and professional organizations, both public and private. There are 64 institutions of higher education which have been included in this study and there are 60 public libraries, 2,212 secondary and elementary schools, and 96 special or technical organizations whose libraries have been listed.

The number is impressive and the resources are rich but the total resources and services are inadequate. They are available to only limited numbers of persons. Only the largest of the public libraries have research collections and facilities. The majority are small community libraries whose primary responsibility is to furnish informational materials to the community; often they do not have sufficient copies of popular titles.

The university and college libraries are unable to meet the needs of their rising student enrollments and faculty research demands. Special libraries, although often having holdings in depth in the subject fields which they cover, are not as a rule open to the general public. Serving as research collections for private businesses, cultural and scientific organizations, professional associations such as law, medicine, and engineering, and other independent organizations, they usually are supported by private funds. Public school libraries frequently are not able to supply curricular demands and are forced to rely on public libraries and universities for basic materials.

The California State Library in Sacramento has a collection of over 664,852 books and bound periodicals and more than 1,780,942 government publications of books, pamphlets, periodicals and other library materials. The collection emphasizes materials for the use of members of the State Legislature, but it also serves as a source of interlibrary loan materials for public libraries throughout the State.

Yet, financial limitations, incomplete subject coverage, inadequate space, insufficient personnel, limited services, increased demands, and geographic inaccessibility demonstrate that the libraries do not meet present needs and cannot possibly meet the demands of the future. However, their value could be magnified many times in a cooperative library research system. Within Los Angeles County, two large public libraries serve approximately two-thirds of the population: the Los Angeles (City) Public Library and the Los Angeles County Public Library.

THE LOS ANGELES PUBLIC LIBRARY

The Los Angeles Public Library is a leader in library progress not only in Southern California but in the State and in the nation. It provides service to residents of Los Angeles, to citizens of surrounding communities, and to visitors and borrowers from distant places. The library attempts to cover in depth all fields except specialized ones such as medicine and law which are covered by other major collections in the Los Angeles area.

The Los Angeles (City) Public Library, as of July 1964 had 3,081,823 volumes and over 6,000 periodical titles. The operating expenditures were \$7,483,293. More than 14,000,000 books were borrowed from the library during the fiscal year 1963-64. The Rufus B. von KleinSmid Central Library at 630 West Fifth Street contains 11 subject departments and a central children's room. The Municipal Reference Department is located in the Civic Center. Administrative, book ordering, and cataloging activities are carried out in the Central

Library. The city is divided into seven regions for branch library services. The regional branches have more extensive collections than the 54 community branch libraries and they serve as administrative headquarters for the community branches.

LOS ANGELES COUNTY PUBLIC LIBRARY

One of the most complex of library organizations is that of the Los Angeles County Library. This is due to the size, geographical area covered, and the administrative, governmental, and political framework. The Los Angeles County Library is the largest county library in America. It serves a population of 2,377,265 who live in a scattered area of more than 3,300 miles that includes 41 of the county's incorporated cities. If forecasts are accurate, the library will be serving a population of 5,000,000 by the year 1980.

Collections

The book collection totals more than 2,252,804 volumes; the library sends an average of 1,000 books, each day, from the Central Headquarters to its branches. In addition to books, the library subscribes to 750 periodical titles; counting copies which are supplied to branches, the magazine and newspaper subscriptions total almost 8,000 subscriptions. Each book and periodical in the collection is available to every patron of each branch.

Geographic Regions

In 1957 the library de-centralized its system by establishing eight geographic regions. Each region includes from ten to 15 branches each, with supervision and operation of the branches being the responsibility of the regional librarian. Overall supervision and policy determination remain at the Central Headquarters building, 320 West Temple Street. This building is an administrative facility and is not open to the public. Book selection, processing of materials and other activities which can be executed more efficiently and economically at a single center are done at the headquarters location. There are now eight regional libraries in the county library system, with buildings ranging in size from 20,000 to 25,000 square feet and with plans for expansion to 40,000 square feet. Book collections are planned to reach 100,000 volumes.

Book Catalog

The Los Angeles County Library has been a leader in the use of a printed book catalog which lists all library books in the system, under *author, title and*

subject entries. Subject entries are annotated. At least one catalog set (50 volumes) is maintained in each branch library. Many libraries have three sets.

OTHER PUBLIC LIBRARIES IN LOS ANGELES COUNTY

There are 29 municipal libraries in Los Angeles County other than the City of Los Angeles. In addition to the two largest public libraries in the four-county metropolitan area there are three libraries which have over 400,000 volumes, 13 medium-sized public libraries with collections of over 100,000 volumes. More than one half of the libraries, individually, have less than 100,000 volumes. One-third of them have 50,000 or less volumes.

RIVERSIDE CITY AND COUNTY PUBLIC LIBRARY

The Riverside Public Library has a complicated organizational structure. The county library contracts with the city library for services and it is affiliated with the libraries of Banning, Beaumont, Palo Verde Valley (Blythe), Coachello, Corona, Elsinore, Hemet, Indio, Perris, San Jacinto, Welwood Murray Memorial Library (Palm Springs). It has 15 outlets and 15 bookmobile stops.

According to a statement issued by Albert Lake, Librarian of the Riverside Public Library, this library will adopt a major policy change in 1965. Beginning July 1, the Riverside County Free Library will be supported by a tax rate assessed on the unincorporated areas of the county and such cities which choose to participate. In the past the county library was financed from the general fund and for this reason the per capita tax for the county library support was derived by dividing

the total county population into the county library appropriation. Since by far the largest amount of this money was spent in giving service in the unincorporated areas, such per capita support figures did not give a true picture. With the city's new building and its sizeable book collection it appears that it can well serve as an Area Library, as described elsewhere in this report.

ORANGE COUNTY PUBLIC LIBRARY

The Orange County Library has 48 outlets, 18 bookmobile stops and gives service to eight schools. Plans for development of additional branches will provide coverage for the entire county, except to the municipalities which have their own libraries. With its access to the county's electronic data processing, it seems that the library could serve as a cataloging and processing center for other libraries of the county. (This is offered as an alternative if this library does not wish to seek affiliation with the Centralized Processing Center which is recommended for the four counties.)

Nine cities operate separate municipal library systems in Orange County.

SAN BERNARDINO COUNTY LIBRARY

This library serves the entire county except Ontario, Redlands, San Bernardino, and Upland. It gives limited service to Colton. It has 180 outlets, 54 bookmobile stops (38 community, 16 school). It is suggested that this library might serve as a cataloging and processing center for the cities and counties of Riverside and San Bernardino, if they do not wish to affiliate with the Centralized Center mentioned above.

CHAPTER IV
STATUS OF PUBLIC LIBRARIES IN SOUTHERN CALIFORNIA

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For a total population of 9,204,055 for the four counties in 1964, the public libraries possessed 10,960,095 volumes, only slightly more than one book per person, although the total volumes had increased 164 percent from 1940 to 1964. Book circulation totaled 45,658,749, or five books per capita. Twenty-one percent of the libraries circulated from six to nine books per capita. It is interesting to note a decrease of 3.4 percent in circulation from 1940 to 1950, but an increase from 1950 to 1960 of 75.7 and from 1960 to 1969 a 20.5 percent increase. (Appendix II, Tables XVII, XVIII, XXIII)

Library income and expenditures were low. The total average per capita expenditures for 1964 were \$2.71 per person, in the four-county area. Twenty-five percent of the libraries fell in the \$3 to \$4 group of per capita expenditures. The cities in Los Angeles County, as a total group, spent slightly over \$3 per capita, in Orange County \$3.46, in Riverside County \$3.20, in San Bernardino County \$2.52, and the county libraries \$2.29 per capita. These figures should be interpreted in terms of standards for public libraries.

The principal standards adopted by the American Library Association, in 1956, *Public Library Service, a Guide to Evaluation With Minimum Standards* were:

There should be 100,000 volumes of currently useful printed material in a library system serving up to 100,000 people. Annually there should be added 4,000 to 5,000 titles, including 400 to 500 children's titles and approximately 250 new adult titles selected as of interest to young adults. One volume should be added annually for every five persons in a system serving up to 100,000 persons, with a smaller annual rate of acquisition in very large systems. Some 300 to 400 periodicals should be currently received with titles duplicated as needed and with approximately 50 percent retained in back files. There should be 250 films in a library system, with at

least 25 added per year. Fifteen hundred long playing record albums (not including duplicates) should be held, with 300 new records purchased annually. At least one full-time staff member (exclusive of maintenance and binding personnel, but including pages) should be provided for each 2,500 people in the service area, or one full-time staff member for each 15,000 volumes circulated. All libraries serving populations of 7,500 or more should have full-time professional personnel.

New California Standards

A second set of standards is used in this report. The ALA standards are almost ten years old and are unrealistic in terms of current needs and costs. The new standards which are presented are designed especially for California and are listed in Chapter VI, "A Plan and Recommendations for A System of Libraries for Southern California."

SOUTHERN CALIFORNIA PUBLIC LIBRARIES: STATISTICAL DATA

Book Holdings

The total volumes held in 1964, in the municipal libraries in Los Angeles County were 5,936,520; in Orange County 771,513; in Riverside County 710,929; in San Bernardino County 425,000. The county libraries have total book holdings, as follows: (1) Los Angeles County - 2,252,804; (2) Orange County - 340,068; (3) San Bernardino County - 523,261; the total for Riverside County was included in the Riverside City report. The total for the four-county area is 10,960,095. The percent increase in number of volumes from 1940 to 1950 was 30.5 percent, from 1950 to 1960 it was 54.4 percent, from

1960 to 1964 it was 26.4 percent and for the long span from 1940 to 1964 it was 164.3 percent. It is evident that the increase over a 25-year period is sizeable and the size of buildings and of staffs should be increased to correspond with the increase in volumes and the number of persons served and the expanded services of libraries.

Table 7 - NUMBER VOLUMES IN FOUR-COUNTY AREA

	1940	1950	1960	1964
Volumes:	4,146,524	5,409,897	8,623,074	10,960,095
	1940-50	1950-60	1960-64	1940-64
Percent of Increase:	30.5	59.4	26.4	164.3

Fifteen municipal and each of the county libraries meet the ALA minimum standard of 100,000 volumes. The volumes per capita range from .68 of a volume at Palo Verde Valley to four at San Marino and seven at Irwindale; the latter, Irwindale, however, has a population of only slightly over 1,000 people which makes the per capita of volumes larger in proportion and gives a slanted and distorted picture of the actual library resources. The average per capita book stock for the entire area is 1.19 which is very low for this region. The new California Standards require a minimum of two books per capita for community libraries and 1.5 volumes per capita for cities having over 100,000 population.

**TOTAL NUMBER OF VOLUMES
FOUR-COUNTY AREA**

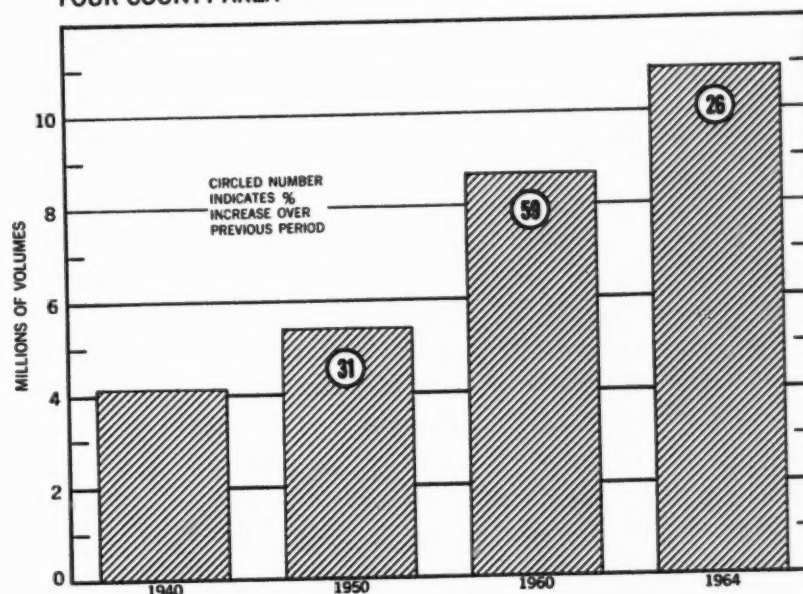


Figure 6

**Table 8 - PER CAPITA BOOK STOCK HELD, 1964
IN PUBLIC LIBRARIES OF
FOUR SOUTHERN CALIFORNIA COUNTIES**

	Percent of Total Libraries
Up to 1.0 per capita	11.7
1.0 - 1.9	50.0
2.0 - 2.9	16.7
3.0 - 3.9	8.3
4.0 - 4.9	3.3
5.0 or more	3.3
No report	6.7

Table 8A - PER CAPITA BOOK STOCK HELD, BY REGIONS, 1964

	Los Angeles	Orange	Riverside	San Bernardino	City of Los Angeles	Total
Per capita holdings	1.22	1.11	1.09	1.42	1.14	1.19
Total Book Stock	5,107,501	1,111,581	710,929	948,261	3,081,823	10,960,095
Total Population	4,182,497	1,001,321	651,452	667,550	2,701,235	9,204,055

Titles Added

Another standard for ensuring that current information is being received in libraries is the number of titles acquired annually. The ALA Standard recommends 4,000-5,000 titles; the standards in this report are 5,000 titles for a community library serving 100,000 people and 10,000 titles for an Area Library. In this study the numbers of titles added in the municipal libraries of each county were totaled and from these totals averages were derived as follows: In Los Angeles County the average was 5,030 titles; in Orange County the average was 6,688; in Riverside County the average was 3,128; in San Bernardino County the average was 5,346. The county libraries added, respectively: Los Angeles - 8,471; Orange - 8,603; San Bernardino - 5,253, an average of 7,442 for the three respective county libraries. The average for the entire area was 5,565 titles.

The averages are brought higher than they would be otherwise by the large number of acquisitions by a few libraries. For example, the City of Los Angeles added almost 17,000 titles; three cities - Anaheim, Buena Park and Inglewood - added almost 10,000 titles each and the two county libraries of Los Angeles and Orange each added approximately 8,500 titles.

Table 9 - AVERAGE NUMBER OF TITLES ADDED IN FOUR-COUNTY AREA, 1955, 1960, 1964

Cities in	1955	1960	1964
Los Angeles County	4,207	4,267	5,030
Orange County	978	3,649	6,688
Riverside County	1,649	1,475	3,128
San Bernardino County	1,881	2,674	5,346

Table 10 - TITLES ADDED, 1964, FOUR-COUNTY AREA

	Percent of Total Libraries
Up to 499	1.7
500 - 599	1.7
1,000 - 1,999	6.7
2,000 - 2,999	6.7
3,000 - 3,999	11.7
4,000 - 4,999	10.0
5,000 - 5,999	6.7
6,000 - 6,999	6.7
7,000 - 9,999	15.0
10,000 or more	1.7
No report	31.7

Children's Titles

The number of children's titles added for the total city and county libraries in 1964 was an average of 5,936 for Los Angeles County, 8,875 for Orange County, 2,274 for Riverside County and 5,063 for San Bernardino County.

Table 11 - CHILDREN'S BOOKS ADDED, 1964

Cities in	Total	Average
Los Angeles County	64,988	5,936
Orange County	43,319	8,875
Riverside County	15,918	2,274
San Bernardino County	6,873	5,063
3 County Libraries	147,310	
Grand Total	278,408	

Total Titles

In the total count of titles (this includes adult and children's titles) 15 percent of the libraries added between 7,000-10,000 titles, 1964; 11 percent added between 3,000-4,000 titles.

Fourteen of the municipal libraries added 5,000 or more titles each, and the three county libraries were each above the ALA standard of 4,000-5,000 titles added annually. Only one library, in the City of Los Angeles, meets the new area level standard of this report of 10,000 currently added titles. Less than half of the libraries meet the community level standard for currently added titles.

Periodical Subscriptions

Measuring the current periodicals received, 38 of the libraries failed to meet the ALA standard of 300-400 current subscriptions. Only two libraries meet the 1,000 figure for Area Libraries recommended in this report and only 17 of the 60 libraries meet the 250 figure recommended for Community Libraries. This serious deficiency indicates that many of the libraries cannot supply the up-to-date information which can often be found only in periodicals. The number ranged downward in the municipal libraries of Los Angeles County from an average of approximately 290 to 136 in Riverside County; the average number of newspapers received in the cities in Los Angeles County was 15, in Riverside County 11.

The grand total of periodicals for all of the libraries was 90,607, an over-all average of 1,510; for newspapers the grand total was 939, an average of a little over 15. (Appendix II, Table XIX-XIXA)

The largest group of libraries, 26.7 percent of them, fell into the group subscribing to 100-199 magazines and the next largest group, 23.3 percent into the group subscribing to between 200-299. Only one library, the City of Los Angeles, subscribes to over 2,000 periodicals and only five libraries receive over 500 periodical titles.

Table 12 - MAGAZINES, 1964

Cities in:	Los Angeles	Orange	Riverside	San Bernardino	Total for Three County Libraries
Totals	7826	2438	1368	1257	1510
Average	290	271	136	251	503

Table 13 - NEWSPAPERS, 1964

Cities in:	Los Angeles	Orange	Riverside	San Bernardino	Total for Three County Libraries
Totals	419	116	117	65	145
Average	15½	13	11	13	48

Table 14 - MAGAZINE SUBSCRIPTIONS, 1964

Number of Magazines	Percent of Total Libraries
Less than 25	1.6
25 - 49	6.7
50 - 99	5.0
100 - 199	26.7
200 - 299	23.3
300 - 399	10.0
400 - 499	8.3
500 - 999	6.7
1,000 - 1,999	1.6
2,000 or more	1.6
No report	8.3

Percentage of Magazine Titles Retained in Back Files at Least Five Years

On the whole, the libraries are keeping back files of magazines for five years or more. Two of the smallest libraries keep no back files and others retain almost all of the titles. For example, Pomona keeps 97 percent, Beverly Hills and Inglewood 95 percent. The average retained in Los Angeles County is 58 percent and the median is 55 percent; in Orange County the average is 76 percent, the median 72 percent; in Riverside the average is 44 percent, the median 40 percent; in San Bernardino County the average is 66 percent, the median 73 percent; the average in the county libraries is 51 percent, the median 40 percent. The grand average for all of the libraries is 59 percent and the grand median is 60 percent.

It seems an effort is being made to preserve materials which are valuable for reference and historical purposes. A problem accompanies the advantage, however, and that is one of storage. One answer is a storage center, or, in lieu of a center, a more efficient way to store materials in the library; the other is the use of microfilm or microcards or some other device which will minimize the materials and reduce them to a size compatible with limited storage space.

Number Volumes Withdrawn, 1964

The number of volumes withdrawn in 1964 reveals interesting figures. The withdrawals for the cities in Los Angeles County, as compared to the total collection, was 258,799 volumes or 4.4 percent; in Orange County it was 27,054 volumes or 3.5 percent; in Riverside it was 34,309 or 4.8 percent and in San Bernardino it was 16,810 or 8.1 percent. The three county libraries of Los Angeles, Orange and San Bernardino have 126,148 or four percent of withdrawals. Cities in Los Angeles County withdrew 51.2 percent of their books as compared to the number added, Orange County 27 percent, Riverside County 69.6 percent, San Bernardino 54.4 percent and the county libraries, 31 percent. The grand total of books withdrawn in the four counties was 463,120 or 4.4 percent of the collections and the grand total of withdrawals, compared to additions for the year was 42.4 percent. (Appendix II, Table XX)

**Table 15 - PERCENTAGE OF MAGAZINES RETAINED IN BACK FILES
AT LEAST FIVE YEARS - 1964
Public Libraries in Four-County Area**

	Los Angeles County	Orange County	Riverside County	San Bernardino County
RANGE	0%-97%	58%-100%	2%-75%	25%-90%
MEDIAN	55%	72.5%	40%	73%
AVERAGE	58.54%	76.0%	44.11%	66.6%

3 COUNTY LIBRARIES:		Grand Total For all Public Libraries in Four Counties	
Los Angeles	RANGE 23%-90%	RANGE 0%-100%	
Orange	MEDIAN 40%	MEDIAN 60%	
San Bernardino	AVERAGE 51%	AVERAGE 59.25%	

TOTAL VOLUMES ADDED AND WITHDRAWN FOUR-COUNTY AREA

1964

THOUSANDS OF VOLUMES

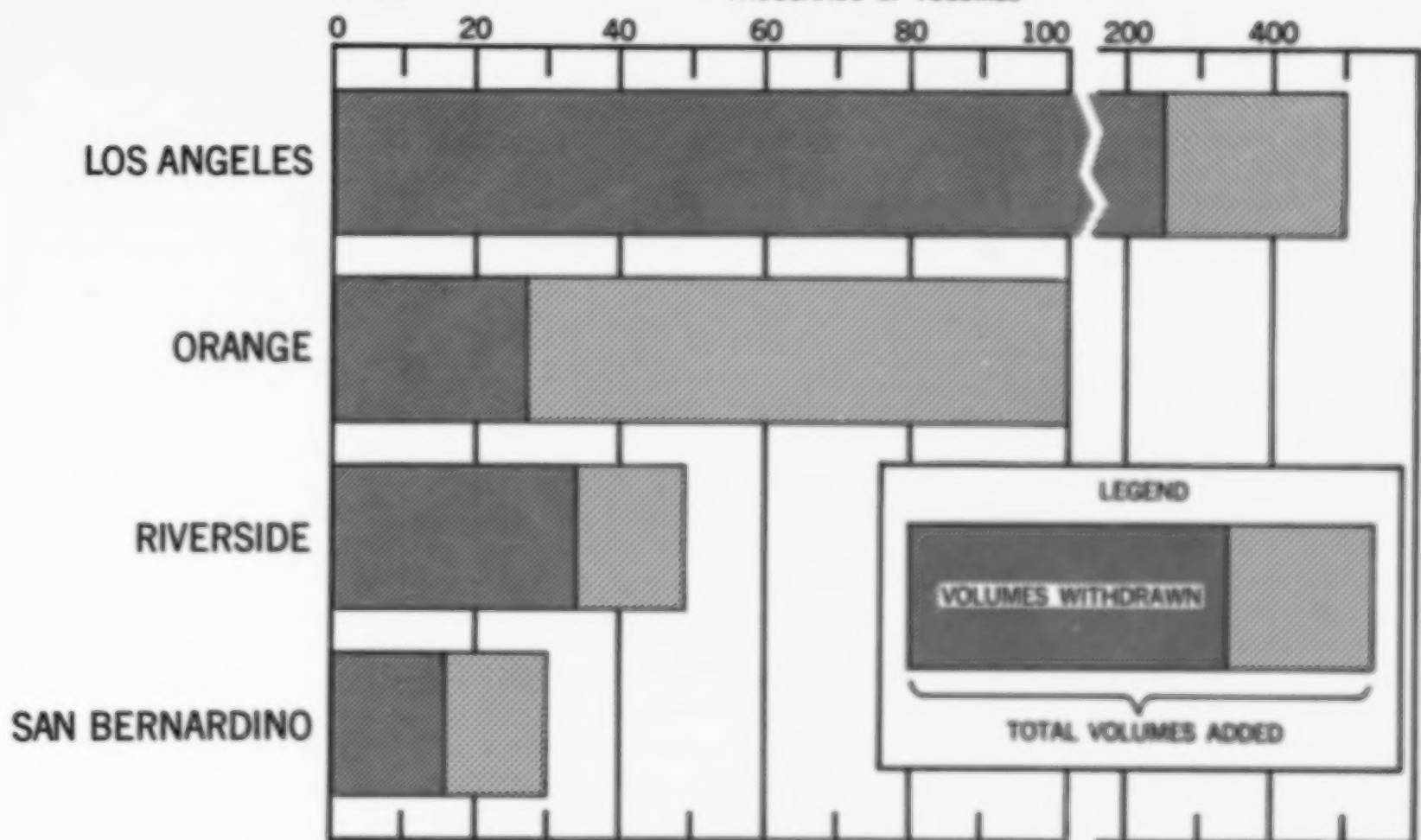


Figure 7

Table 16 - TOTAL VOLUMES WITHDRAWN, 1964, IN FOUR-COUNTY AREA

Cities in	Volumes Added	Total Volumes	Volumes Withdrawn	Percent Withdrawn Compared to Total Collection	Percent Withdrawn Compared to Volumes Added
Los Angeles County	505,662	5,936,520	258,799	4.4	51.2
Orange County	100,364	771,513	27,054	3.5	27
Riverside County	49,265	710,929	34,309	4.8	69.6
San Bernardino County	30,886	425,000	16,810	8.1	54.4
Three County Libraries	406,575	3,116,133	126,148	4	31
Grand Total	1,132,752	10,960,095	463,120	4.4	42.4

WITHDRAWAL AND DISPOSAL POLICIES

In answer to the question, "Do you have a regular and continuous withdrawal and disposal policy," 82 percent of the libraries answered yes and 18 percent said no. As to the disposal of infrequently used materials, 12 percent of the libraries give them to other libraries, 23 percent store in a little-used portion of the library, two percent send to a rented storage building, 38 percent discard and a little over 23 percent dispose of them in other ways.

In light of pressing space problems and limited storage facilities librarians should think in terms of extensive discarding. Out-of-date, worn, and valueless materials should be withdrawn and, in most cases, discarded. It is expensive to retain books which are not used.

CHECKLISTS OF BOOK HOLDINGS IN CERTAIN FIELDS

In checking on the depth of book collections in certain fields, the libraries in the survey group were asked to check lists submitted to them by the survey team against their holdings. Basic titles such as those on the reference and bibliography lists as well as those on topics of current interest such as science, minority groups, Southeast Asia, Notable Books of the Year, and others were included. The interest and cooperation of the libraries was demonstrated in the number reporting; in most cases, there were approximately 50 respondents from the group of 60 libraries.

Fifteen of the libraries held between 75 and 89 percent of the list of 201 basic reference books; three libraries had 90 percent or more and 21 had between 50 and 74 percent of them. (See Appendix II, Table XXI for details). The number of bibliographies and abstracting

services held was much less favorable. Only one library had 90 percent of the titles, 19 libraries had less than ten percent of the bibliographies and 27 libraries had less than 25 percent of the indexes and abstracting services. The number was comparatively low on the investments and the stock market list, but somewhat better on titles for minority groups, with 13 libraries holding between 50 and 75 percent, five holding between 75 and 89 percent and two with 90 percent or more. In both science and space science only one library had over 90 percent and only one additional library had over 75 percent; 22 percent of them held less than half of the titles. Titles on Southeast Asia and urban renewal were not widely held; 17 of the libraries had less than ten percent on Southeast Asia and 14 of them had less than ten percent on urban renewal.

The lists of the year's notable books made a much better showing, with 16 of the 60 libraries holding 90 percent or more of Notable Books of the Year, 19 holding over 90 percent of the Notable Books for Young People, but only 12 of them holding 90 percent of the Notable Children's Books of the year. Most of the libraries showed up very well on the number of titles of notable books on the shelves, with most of them having several titles available for the potential patron. The list of 447 periodicals was sent to only 21 of the 60 libraries. The group of 21 included only cities having over 50,000 population. Fifteen of the 21 libraries responded; only one library had over 90 percent and only three others held over 50 percent; hence, the total holdings of periodicals was low.

The fact was borne out that a large library such as the Los Angeles Public Library had almost all of the 1,284 titles on the checklists while many of the smaller libraries had only a small number of them, all of which points to the fact that some plan should be devised whereby the small libraries could have access to these books, although they may not be able to own them.

SPECIAL COLLECTIONS

A number of special collections are to be found in Southern California libraries. The university libraries, in particular, own some rare and valuable materials. Several public libraries also have useful and interesting collections. For example, Burbank has Western Americana, and good collections of modern American and British Literature, as well as Grabhorn and John Henry Nash imprints. Glendale has a notable collection of art and music books. The Los Angeles Public Library has a fine genealogy collection, orchestral scores and parts; materials about theatrical performances in Los Angeles, and a good Mexicana and Californiana collection. And the list could be extended. Many of the libraries have Californiana and local history materials. (Appendix II, Table XXII)

A compilation of bibliographies or a union list, giving the special collections of each of the libraries would be a helpful tool for a cooperative project. It is recommended that certain libraries be responsible for developing extensive collections of Californiana which may be available to other libraries. At present there is expensive duplication of California titles.

UNION LISTS

The highly specialized subject materials of special libraries might well be included in a union list of special collections.

In response to the item in the questionnaire, "Are you interested in a union list, perhaps in book catalog form, of the total listings of the major large libraries in your area?" 78 percent of the libraries answered in the affirmative, 22 percent in the negative.

FILMS

The ALA standard on films, of 250 being held in a system, was met by four libraries. The largest collection, 920 films, is in the Los Angeles Public Library. Long Beach has 539, Pomona 350, and Santa Monica 313. The total

films owned in the four-county area, for the year 1964, was 2,824, representing a 38.2 percent increase over the number owned in 1960. The number received from film circuits for the entire area for the year was 5,988 which was an increase of 100.4 percent over the 1960 figure. The grand total number of film showings was 107,698 representing a 15 percent increase over the 1960 total.

The high initial cost of films and the special techniques required for their maintenance make it difficult to include films in budgets of most medium and small libraries. Cooperation through a film-system organization makes it possible for every library in a system to offer film service to its community.

Two film circuits have been in existence in Southern California for several years. Each of the two circuits has 12 memberships available; four libraries have memberships in both circuits. The Southern California Library Film Circuit Commission operates under the Joint Powers Agreement with a contract between the cities and counties involved. The purpose of the commission is to assemble, maintain and make available to cooperating libraries 16mm sound films for use by individuals and groups. Policies and decisions relating to the circuits have been made by an administrative committee. Since February 1, 1965 both circuits have had a paid administrator. Members of one of the circuits pay annual fees of \$500, each; members of the other circuit pay \$600, each. Through this cooperative project, the subscribing public libraries have access to more films than would otherwise be available to them.

Table 17 - MOTION PICTURE FILMS

Titles Owned:	1960	1964	Percent Increase
			1960-64
	2044	2824	38.2
Number Received from Film Circuits:	1960	1964	Percent Increase
	2987	5988	100.4
Total Film Showings:	1960	1964	Percent Increase
	94,032	107,698	15.0

Table 18 - MOTION PICTURE FILMS IN FOUR-COUNTY AREA

Cities in:	1960			1964			Percent of Increase or Decrease		
	No. Owned	No. Received From Film Circuits	Total Film Showings	No. Owned	No. Received From Film Circuits	Total Film Showings	No. Owned 1960-64	No. From Film Circuits	No. Film Showings
Los Angeles County	1899	1746	79,823	2492	2462	90,819	31.2	41	13.8
Orange County	142	407	3771	182	1085	7487	28.2	186.6	29.7
Riverside County	—	216	2787	12	1820	1794	—	742.6	-35.6
San Bernardino County	2	304	2842	6	447	3072	200	47	7.3
Three County Libraries	1	314	2787	132	174	4526	132	-44.6	62.4
Grand Total	2044	2987	94,032	2824	5988	107,698	38.2	100.4	15

AUDIO-VISUAL CENTER FOR FOUR-COUNTY AREA

It is somewhat difficult to determine the number of films and recordings needed for a library system center which serves the entire four-county area. There are fewer statistics relating to the use of audio visual materials than to the use of books. In order to obtain direct information for this survey William J. Speed, Head of the Audio-Visual Department of the Los Angeles Public Library, was asked to suggest the number of films and recordings needed in a center which would serve the proposed four-county library system. Mr. Speed made some study of the problem, conferred with colleagues and gave an estimate of projected need. He suggests for a projected population of nine to ten million people, served by 60 libraries, that 3,000 film prints will be required ultimately. However, he recommends 1,000 prints for a beginning basic collection and suggests that this basic collection could be acquired over a three-year period at an annual cost of \$50,000. Once the basic collection has been attained there should be an annual expenditure of \$65,000. The \$15,000 increase should take care of replacements; experience shows that 30 percent of any film budget goes into replacement.

Ten thousand long playing records are recommended for service to the same area. If this collection were built over a three-year period, the annual investment would be around \$10,000. The annual budget should remain at approximately the same level, considering that 30 percent will go into replacement. Mr. Speed

advances all of these figures as tentative estimates. It is suggested that the Los Angeles Public Library, which has a well established audio-visual department, might be a center for the four-county area.

Phonograph Records

The ALA standard of 1,500 long-playing discs of recordings was met by 20 libraries, with 17 of them purchasing 300 or more new records annually; thus approximately one-third of the libraries meet this standard. But few libraries, indeed, meet the new standards recommended for community and area libraries in this report.

Libraries reporting over 2,000 each include the following: Alhambra, Arcadia, Burbank, Glendale, Inglewood, Long Beach, Los Angeles, Pasadena, Pomona, South Pasadena, Buena Park, Fullerton, Riverside, Colton, Redlands, and San Bernardino. The grand total of recordings for the four-county area is 76,248. This represents a 75.5 percent increase over the total number held in 1960. There was more than a 50 percent increase in the number added and over 22 percent increase in circulation; the increase in circulation was not in proportion to the increase in holdings. This may be due to the fact that many people do not have record players in their homes and are unable to make use of the records for home use; or, people, being accustomed only to traditional circulation in book form, may not be aware that the library has records which can be circulated for home use. Publicity about the audio-visual materials will doubtless bring greater use of them.

Table 19 - SOUND RECORDINGS - FOUR-COUNTY AREA

	1960	1964	1960-64
Total Recordings held in 4-county area:	43,436	76,248	Percent of Increase in total recordings 75.5%
Total Recordings added:	7,484	11,726	Percent of Increase in No. Added 56.7%
Total Circulation:	386,686	473,353	Percent of Increase in Circulation 22.4%

Table 20 – THE NUMBER OF SOUND RECORDINGS BY AREA
Sound Recordings, 1960–64

Cities in:	1960			1964		
	Total Recordings	No. Added	Circulation	Total Recordings	No. Added	Circulation
Los Angeles County	38,223	5,911	316,579	54,805	8,909	345,449
Orange County	1,438	929	44,776	9,097	1,775	80,101
Riverside County	322	26	179	2,996	328	244
San Bernardino County	3,453	548	16,583	9,359	708	32,381
Total	43,436	7,414	378,117	76,248	11,720	458,175

(Note: No recordings are listed in county libraries)

Cities in:	Percent of Increase, Sound Recordings, 1960–1964		
	Total Recordings – Percent of Increase	Number Added – Percent of Increase	Total Circulation – Percent of Increase
Los Angeles County	43.4	50.7	9.1
Orange County	532.6	91.1	78.9
Riverside County	830.4	241.7	36.3
San Bernardino County	170.8	29.2	95.3

CIRCULATION

Circulation of library materials shows over 22 million items circulated in the four-county area in 1940; there was a decrease from the year 1940 to the year 1950 of almost one million circulation, approximately a 3.4 percent decrease. From the year 1950 to the year 1960 there was an increase again, going to over 37½ million in that year, an increase of 75.7 percent of the year 1950. From the year 1960 to the year 1964 the figure went to more than 45½ million, a 20.5 percent increase in the four-year period. These figures represent one year totals, not cumulative ones. The percentage increases in population were not matched by similar circulation increases. Facts are not available to account for the decrease of 3.4 percent in circulation as compared to a 65.5 percent increase in population from the year 1940 to the year 1950. The Korean war which took many men out of the country, the onslaught of television, as well as other interests were undoubtedly factors which decreased the use of libraries. Up to 1950 library circulation did not keep pace with population, but figures for the year 1960 and the year 1964 show the 20.5

percent increase in circulation has passed the 17.6 percent population increase. Heavy student and research use of libraries account for sizeable library circulation figures within recent years. (Appendix, II, Tables I and XXII)

Circulation Per Capita

The circulation per capita, for all areas, in 1964, was five books per person. The break down for each county was:

Los Angeles	5.8
Orange	4.1
Riverside	4.3
San Bernardino	2.4
Three-county libraries	3.9
Four-county area	5

Thirteen of the libraries, 21.7 percent of them, circulated between five and nine volumes per capita; six circulated less than three books per capita, whereas four libraries circulated between ten and 15 per capita and two circulated 15 or more.

Table 21 - TOTAL BOOK CIRCULATION, FOUR-COUNTY AREA, COMPARED TO POPULATION INCREASES

	1940	1950	1960	1964
Book Circulation	22,308,074	21,556,846	37,877,793	45,658,749
Population	2,824,882	4,674,727	7,823,481	9,204,055
Amount of Increase or Decrease in Circulation, Compared to Population Increases				
	1940-1950	1950-1960	1960-1964	
Book Circulation	-751,228	16,320,947	7,780,956	
Population	2,115,636	2,678,557	1,150,454	
Percent of Increase or Decrease in Circulation, Compared to Population Increases				
	1940-1950	1950-1960	1960-1964	
Book Circulation	-3.4	75.7	20.5	
Population	65.5	67.4	17.6	

**Table 22 – PER CAPITA CIRCULATION,
FOUR-COUNTY AREA, 1964**

	Percent of Total Libraries
Up to 2.0 per capita	3.3
2.0 – 2.9	3.3
3.0 – 3.9	6.7
4.0 – 4.9	8.3
5.0 – 5.9	21.7
6.0 – 6.9	15
7.0 – 7.9	6.7
8.0 – 8.9	11.7
9.0 – 9.9	3.3
10.0 – 14.9	6.7
15 or more	3.3
No report	10

Reference and Reading Aid Transactions

The number of reference and reading aid transactions has increased, on the whole, in the four-county area. Yet there were several instances in which decreases were noted. The grand totals for the entire area are shown in Table 23.

Part of this increase can be attributed to a larger population, and probably to a better-educated public making greater use of libraries, but the bulk of the increase is very likely due to the extensive use of libraries by high school, college, and university students.

Bookmobile Service

There are 27 bookmobiles in the four counties. The percentage of the total circulation through bookmobiles, in 1964, ranged from two to 15 percent of the total circulation for the libraries which operated bookmobiles. Even in a metropolitan area bookmobiles render a valuable service at community and school stops.

**TOTAL BOOK CIRCULATION
FOUR-COUNTY AREA**

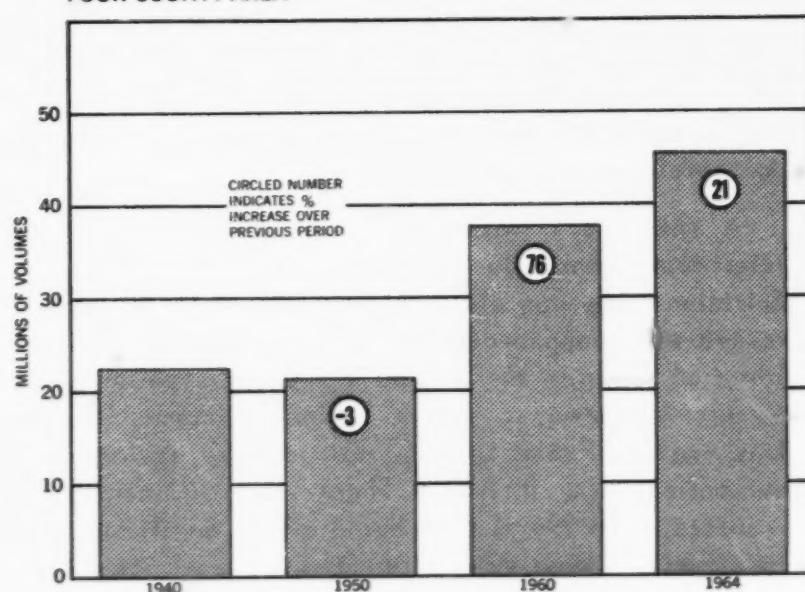


Figure 8

Table 23 – REFERENCE AND READING AID TRANSACTIONS, FOUR-COUNTY AREA †

1955	1960	No. of Increase	Percent of Increase
Total No.	Total No.	1955-60	1955-60
2,320,626	3,967,920	1,647,294	71.0
1964	No. of Increase	Percent of Increase	
Total No.	1960-64	1960-64	
12,658,850	8,690,930	219.0	

† The figures in this table were taken from California News Notes of the appropriate years and are partially incomplete because some library systems only reported activity at their central buildings.

INTERLIBRARY LOANS

Interlibrary loans represent an important form of co-operation. They make possible the sharing of books which are not widely held or heavily duplicated and thereby cut down unnecessary expense. There was a 127.8 percent increase in number of volumes lent, in the period from 1960-1964.

The number of volumes borrowed is larger than those loaned; this is accounted for by the dependence of smaller libraries on the State Library and on the large public and university libraries near them. Decreases are evident in several libraries in the number of books borrowed; this has probably been brought about as the local libraries developed stronger collections.

A spot check was made in all of the libraries for interlibrary loans during the month of October 1964. Sufficient time was allowed, from October to December, to see what happened to the requests and 45 of the 60 libraries reported the results in early December 1964. Miriam Matthews, a former regional librarian in the Los Angeles Public Library, now retired, tabulated and summarized the findings. There were, in all, 1,139 requests, with 996 of them being author or title request for books; 81 were subject requests, 60 were for periodicals, serials, documents, newspapers and letters and two involved legal statutes.

It seems that the number and type of interlibrary loan requests generally depend upon:

1. The size and quality of the library's book collection.
2. The economic, educational and social levels of the library's clientele.
3. The library's policy regarding interlibrary loans and the interest of the staff in securing needed materials for all its patrons.

Orange County, with nine of its ten public libraries reporting, had more interlibrary loan requests (416) than any of the other counties. This county is small in area but has a large, concentrated population which is above average in education. These factors as well as the need

TOTAL INTER LIBRARY LOANS
FOUR-COUNTY AREA

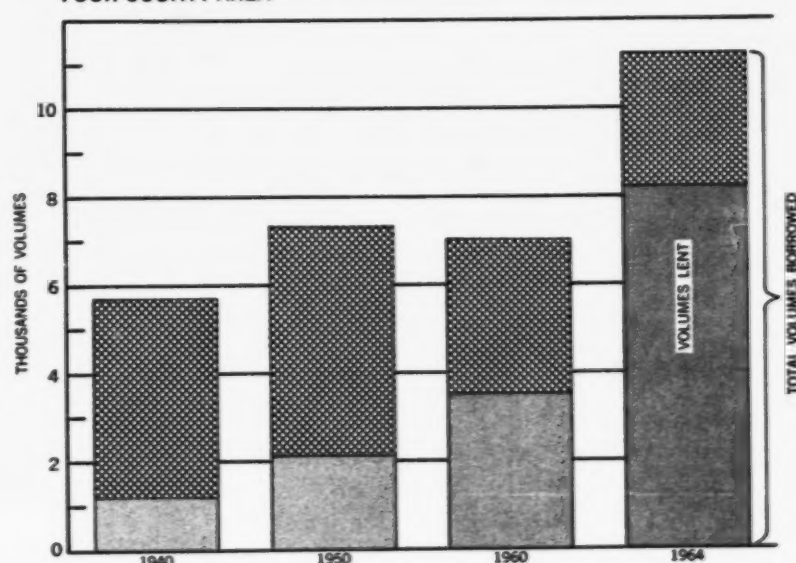


Figure 9

for some of its library collections to catch up with the recent population explosion may account for the large number of requests.

Ranking first in population and with 23 of its 31 public libraries reporting, Los Angeles County was second highest with 368 requests. Libraries in this county run the gamut from the Los Angeles Public Library which ranks with the finest in the nation to the tiny library in the city of Vernon serving a population of 217 on an annual budget of \$2,763.

Of the 28 requests reported by the Los Angeles Public Library with its large, excellent book collection, five were to be used for photographing pages missing from books while the remainder, borrowed from the Library of Congress, and the State and university libraries, were for the use of patrons doing research in various fields.

Riverside and San Bernardino Counties ranked third and fourth with requests totaling 210 and 145 respectively. Both counties cover vast areas which are sparsely settled, making it difficult for some of the smaller communities to support adequate libraries. Despite their

Table 24 - TOTAL INTERLIBRARY LOANS IN FOUR-COUNTY AREA, 1940, 1950, 1960, 1964

1940		1950		Percent Increase 1940-50		1960		Percent Increase 1950-60		1964		Percent Increase 1960-64	
Vols. Lent	Vols. Borrowed	Vols. Lent	Vols. Borrowed	Vols. Lent	Vols. Borrowed	Vols. Lent	Vols. Borrowed	Vols. Lent	Vols. Borrowed	Vols. Lent	Vols. Borrowed	Vols. Lent	Vols. Borrowed
1,200	5,735	2,114	7,329	76.2	27.8	3,598	7,038	70.2	4.0	8,269	11,255	127.8	59.9

need, some of the small libraries do not send requests to other libraries, for with only one person to run the library there is not time enough to process interlibrary loans.

An analysis by Dewey classification of the 1,139 interlibrary loan requests for the four counties shows the 900's topping the list with a total of 222 requests. Genealogy, census reports for specific counties, biographies, and American history are some of the subjects most frequently requested.

The 300's followed second with a total of 206 requests which included books on economics, government, crime and crime prevention, business and investments, real estate, education in all its phases, with special interest in the mentally retarded.

The 600's placed third with a great variety of subjects such as electronics, mining, sex and marriage, medicine and health, psychiatry, agriculture, auto mechanics, radio and radar, automatic weapons and scientific business management.

Although fiction ranked fourth with 106 requests, the number is not large compared with the grand total for non-fiction which is 1,033. Of the 50 periodical titles requested, many were of a specialized or scientific nature.

A review of all the titles requested would seem to indicate that a large percent of the books were being used by individuals interested in business, industry, and the professions as well as those doing advanced work on the college level. The subject areas borrowed indicate a need for different libraries to take responsibility for building up these fields.

County libraries account for the largest number of requests. They asked to borrow 284 items. Approximately one-third of the interlibrary loans, 372, were filled by the State Library and the next highest number, 253, by other libraries. Nineteen of the libraries send all of their requests to the State. It was discouraging to note that 72 lending libraries gave no reply of any kind to the requesting library. Fifteen of the City of Los Angeles requests were filled by out-of-state sources. The most frequent interval in filling requests was from 8-14 days for 310 of them, over 21 days for 148 of them, and 15-21 days for 135 of the requests. This delay in filling requests presents strong arguments for both a fast communication and for a rapid delivery network.

It is recommended that area and research libraries develop, with financial aid from the State, specialized interlibrary loan collections, with different libraries assuming responsibility for certain subjects and with the understanding that the materials will be available on loan to other libraries.

**Table 25 - INTERLIBRARY LOANS BY KINDS OF REQUESTS
TOTALS FOR FOUR SOUTHERN CALIFORNIA COUNTIES**

KIND OF REQUEST	LOS ANGELES	ORANGE	RIVERSIDE	SAN BERNARDINO	TOTAL
Author and/or title (books, pamphlets, but not periodicals)	322	373	187	114	996
Subject (filled by books, pamphlets, but not periodicals)	26	22	16	17	81
Periodicals, serials, documents, newspapers, and letters	20	20	6	14	60
Legal statutes, codes, session laws		1	1		2
Reference questions					
Other					
TOTALS	368	416	210	145	1,139

**Table 26 - INTERLIBRARY LOANS BY
TYPES OF LIBRARIES REQUESTING - TOTALS
FOR FOUR SOUTHERN CALIFORNIA COUNTIES**

Public Libraries	1,139
College Libraries	0
School Libraries	0
Institutions, Prisons, State Library	0
Other Libraries	0
TOTAL	1,139

Note: The study of interlibrary loans covered only the month of October; had it been extended for a longer period, these figures would undoubtedly have included requests from other libraries. For example, the Los Angeles City Library receives many requests from special and college libraries.

**Table 27 - TIME INTERVAL IN FILLING
INTERLIBRARY LOAN REQUESTS**

TIME FOR FILLING REQUESTS	NUMBER
1 - 2 days	37
3 - 4 days	26
5 - 7 days	73
8 - 14 days	310
15 - 21 days	135
over 21 days	148
TOTAL	729

**Table 27A - SERVICE ON INTERLIBRARY LOANS,
ONE MONTH, FOUR-COUNTY AREA**

	Percent of Total
Requests filled:	64.0
by State	32.6
by other libraries	31.4
Requests not filled	36.0

Table 28 - VOLUMES BORROWED ON INTERLIBRARY LOAN, PER 10,000 POPULATION, BY REGIONS - 1964

	Los Angeles County	Orange County	Riverside County	San Bernardino County	City of Los Angeles	Totals	Percent
Up to 10	8		1	2	1	12	20.0
10 - 19.9	3					3	5.0
20 - 29.9	2	1		1		4	6.7
30 - 39.9	5	2		1		8	13.3
40 - 49.9	4	1	1			6	10.0
50 - 74.9	1	3				4	6.7
75 - 99.9			1	1		2	3.3
100 or more	1	2	3			6	10.0
No report	7		7	1		15	25.0
Total	31	9	13	6	1	60	
Total reporting	24	9	6	5	1	45	

PHOTODUPLICATION SERVICES AVAILABLE

Full use of photoduplication services is not being made. Only six libraries of the 60 used photoduplication methods in copying material to send to other libraries during the last two weeks in October 1964. Photocopies of journal articles and sections of certain types of books could be substituted for bound periodicals or books, in many interlibrary loan requests. The cost would be reduced and there would be no necessity for returning the material.

REGISTERED BORROWERS

Although many libraries have discontinued formal registration of borrowers, the figures which are kept are interesting; they indicate the number of people who are more or less regular users of libraries. The grand totals for the four-county area for 1940 were 989,610; for 1950, the number was 1,263,520; for 1960, it was 2,091,368; and for 1964, the number was 2,627,838. The percent of increase from the year 1940 to the year 1950 was 27.9 percent; from the year 1950 to the year 1960 it was 65.9 percent and for the year 1960 to the year 1964 there was a 25.6 percent increase. The increase for the period from the year 1940 to the year 1964 was 165.5 percent.

Non-Resident Borrowers

A non-resident borrower in this report is classified as one who does not live within the legal political jurisdiction of a library, but who by payment of a fee is entitled to use the library. While there was an increase of 11.6 percent in non-resident borrowers from the year 1955 to the year 1960, there was a decrease of 61.2 percent from the year 1960 to the year 1964 and of 56.7 percent for the ten-year period from the year 1955 to the year 1964. Several assumptions can be made which may account for the changes.

- (1) Almost all libraries have gone from no fee or from a low fee to one which has increased considerably;
- (2) Several local libraries have improved to such an extent that people do not need to go outside of their own jurisdiction for the materials they need.
- (3) A number of libraries have established reciprocal agreements which permit mutual borrowing from each other without payment of fees; hence the non-resident borrower-use of these libraries is not reflected in statistics as such use prior to the reciprocal agreements.
- (4) Some libraries have changed registration rules which affect eligibility for free cards.

Table 29 - REGISTERED BORROWERS - FOUR-COUNTY AREA

Cities in:	1940	1950	1960	1964	Percent Increase or Decrease, 1940-1964			
					1940-50	1950-60	1960-64	1940-64
Los Angeles County	672,642	817,869	934,226	1,168,508	21.6	14.2	25.1	73.7
Orange County	39,277	46,994	144,122	157,720	19.6	206.7	9.4	301.6
Riverside County	29,720	42,765	38,931	47,203	43.9	-9	21.2	58.8
San Bernardino County	34,230	58,192	99,130	121,974	70	70.3	23	256.3
3 County Libraries	213,741	297,700	874,939	1,132,433	39.3	193.9	29.5	429.8
Grand total:	989,610	1,263,520	2,091,368	2,627,838	27.7	65.5	25.6	165.5

Table 30 - NUMBER NON-RESIDENT FEE-PAYING BORROWERS, PUBLIC LIBRARIES, FOUR-COUNTY AREA

Cities in:	1955	1960	1964	Percent Increase or Decrease		
				1955-60	1960-64	1955-64
Los Angeles County	38,700	41,846	13,726	8.1	-67.1	-74.4
Orange County	889	1,913	1,362	115.2	-28.8	53.2
Riverside County	502	2,534	3,091	404.89	22	515.7
San Bernardino County	3,328	2,112	383	-36.5	-81.9	-88.5
3 County Libraries	12	84	221	600	163.1	1741.7
Grand total	43,431	48,489	18,819	11.6	-61.2	-56.7

Table 31 - FEES FOR NON-RESIDENT BORROWERS

Cities in:	Los Angeles	Orange	Riverside	San Bernardino	The County Libraries
Range in fee	\$2-10	\$3-15	\$0-4	\$0-3	\$2-5
Average fee	5.23	9.50	2.07	2.67	3.50
Median fee	3.75	8.00	1.50	2.00	3.50

Fees Charged Per Year, 1964, for Non-Resident Borrowers - Four-County Area

Fees charged non-resident borrowers range from no fee to fifteen dollars.

RESIDENTIAL ORIGIN OF LIBRARY PATRONS

Two libraries, the Long Beach Public Library and the Pasadena Public Library, have made interesting surveys of the residential origin of their patrons. The Long Beach Public Library made a spot check of persons leaving the adult area on two Saturdays, one in late December 1963, the next in early January 1964. The total number of users for the two days was 3,498 people. (This figure does not include children or adults who left through the Boys' and Girls' Room exit). There were 291 users per hour and 775 of the total for the two days were non-resident patrons. This figure accounts for 22.15 percent of adult users. A previous survey in the same library had indicated 22.30 patrons were non-residents; these figures clearly indicate that Long Beach is giving a great deal of service to non-resident patrons. The earlier survey had also indicated that 35 percent of the users were students; the group ranking second in library use were professional people. A further interesting detail was concerned with transportation; over 57 percent of the people came to the library by automobile.

The Pasadena Public Library's "Non-Resident Card Survey, 1963-64" shows that 1,567 of the non-resident users were students, 14 years and older, many of them coming from near-by cities. The largest number came from Altadena, the next largest group from Sierra Madre, the third from La Canada, the fourth from Los Angeles County. Subscription cards were held by 542 non-residents. Again Altadena represented the largest number of users, Arcadia was second, Los Angeles County third; Pasadena gives some non-residence service to 30 cities. Through state aid or in some other way there should be compensation to libraries such as Pasadena

and Long Beach for these services. The minimal card fee which is now paid by the individual borrower cannot begin to cover the cost of the service.

LIBRARY BUILDINGS

One of the most urgent needs, as expressed in the open-end questionnaire sent out in June, is that of space. (Appendix III) Several buildings are of Carnegie vintage, non-functional, small, over-crowded, and unattractive. In many buildings the space is substandard in every area: space for books, periodicals, audio-visual and other library materials, space for readers, for offices and staff work areas, for storage; and air conditioning, adequate lighting, rest rooms and other requisites are often missing or inferior.

In checking the age of central library buildings it was discovered that over 18 percent were built between 1900-1919 and another 18 percent between 1920-1939. Sixteen percent were erected in the years between 1950-1959; it was encouraging to note that 28 percent have been constructed since 1959. New buildings completed since 1959, in Los Angeles County include those of Arcadia, Burbank, City of Commerce, Covina, Irwindale, Monterey Park, and Santa Fe Springs, and the Los Angeles County Hall of Records. In Orange County, there are new libraries in Anaheim, Buena Park, Orange County, and in the City of Orange, also in Santa Ana. In Riverside County, Palo Verde Valley and Riverside Public Library have new buildings. In San Bernardino County, Ontario and San Bernardino City libraries have new buildings. Public libraries which have been completed in 1965 include: Beverly Hills, Pomona and Santa Monica. Altadena and Palos Verdes have buildings on the planning boards. In most instances the new buildings have replaced old and inadequate ones.

Table 32 - AGE OF LIBRARY BUILDINGS

	Percent of total libraries
Built before 1900	1.7
1900 - 1919	18.3
1920 - 1939	18.3
1940 - 1949	8.3
1950 - 1959	16.7
Since 1959	28.3
No report	8.3

Local library boards wishing for new buildings, should be encouraged by Title II of the new Library Services and Construction Act, to apply for federal grants. First priority will be given to regional and county library system headquarters libraries and their branches. Second priority will be given to municipal libraries and their branches operating independently of a county or regional system.

RELATION OF LIBRARY SEATS TO POPULATION

Thirteen libraries reported less than two seats per 1,000 population; 26 reported two to 4.9 per 1,000 people; 13 had five to nine seats per thousand people and one library had more than ten per 1,000 population. (Appendix II, Table XXIV) The new standards recommended in this report specify for area libraries 50 square feet of building space per 100 persons in the city in which the library is located, with five square feet per 100 population living outside the city but within 30 minutes driving time from the library. For community libraries the recommendation is 50 square feet per 100 people in the service area, if the community library is a branch library or a member of a library system; substantially larger space is recommended if the library operates alone. These space standards include overall requirements for people, books, shelving, offices, and other building facilities.

Table 33 - RELATION OF LIBRARY SEATS TO POPULATION

Seats per 1,000 population	Percentage of Libraries
Less than 2.0	21.7
2.0 - 4.9	43.3
5.0 - 9.9	21.7
10 or more	1.7
	11.7

HOURS OPEN FOR SERVICE

The public libraries ranged in weekly hours of service to the public from the low numbers of 25 at Signal Hill and 36 at Perris to 72 at Long Beach and San Bernardino and 73 at Ontario. The average number of hours open in the total of municipal and county libraries is shown in Table 34.

Table 34 - AVERAGE WEEKLY HOURS OF LIBRARY SERVICE IN PUBLIC LIBRARIES 1964 - FOUR-COUNTY AREA

County	Hours Open
Los Angeles	60.30
Orange	64.30
Riverside	54.80
San Bernardino	65.00

Thirty-nine libraries representing 63 percent of the libraries, have weekly hours of service between 60 and 69 hours. Five libraries were open less than 60 hours, and six libraries or 11.7 percent were open less than 50 hours. Only three of them were open 70 or more hours. Provisions should be made to keep libraries open for at least 70 hours each week. This is contingent, of course, upon financial support and upon staff to give service. Neighborhood or community libraries may be unable to give public service to this extent, but other libraries should be available to residents who wish library service when the neighborhood library is closed.

Table 34A - WEEKLY HOURS OF LIBRARY SERVICE

	Percent of Total Libraries
Open less than 30 hours per week	1.7
30 - 39 hours	3.3
40 - 49 hours	11.7
50 - 59 hours	8.3
60 - 69 hours	63.3
70 or more hours	5.0
No report	6.7

PERSONNEL

The ALA Standards state: "Salaries for staff members should be at a level to attract and hold personnel . . . one staff member should be the minimum provision for each 2,500 people in the service area. . . and the staff in each library system should include persons professionally trained in the various main services specified." Less than half of the libraries in Southern California have a full time staff member for each 2,500 people in the service area. The new standard recommended in the service area. No city of 200,000 population meets this standard and less than half of the libraries, only 23 of the 60, meet the community library standard for personnel.

It is clearly evident (Appendix II, Table XXV) that the four counties fall short of meeting these standards. A total of 3,248 professional and nonprofessional staff members serve the combined municipal and county libraries, a ratio of .9 staff member to each 2,500 people. Each staff member (as distinguished from clerical) serves between 5,000-10,000 people in 45 percent of the libraries. In 1.7 percent of the libraries a library staff member serves between 15,000-20,000 people, per staff member. (By ALA standards, one-third of the total staff should be professional librarians.)

Table 35 - LIBRARY PERSONNEL IN FOUR-COUNTY AREA, 1964

Cities in:	Total Librarians to 25,000 population
Los Angeles County	1.1
Orange County	.9
Riverside County	1.0
San Bernardino County	.9
3 County Libraries	.6
Grand Totals	.9

Table 36 - POPULATION SERVED PER LIBRARIAN

	Percent of Total Libraries
Less than 5,000 per librarian.	20.0
5,000 - 9,999	45.0
10,000 - 14,999	6.7
15,000 - 19,999	3.3
20,000 - 25,000	10.0
No report	15.0

Table 37 - POPULATION SERVED PER LIBRARY STAFF MEMBER

	Percent of Total Libraries
Less than 2,500 per staff member	41.7
2,500 - 4,999	26.6
5,000 - 9,999	13.3
10,000 - 14,999	1.7
15,000 - 19,999	1.7
No report	15.0

SPECIALIZED PROFESSIONAL STAFF AVAILABLE

Forty-two of the libraries reported one or more professional persons engaged in children's work; 11 had no one in children's work; 17 had professional staff in young adult services while 36 had none in this field. Fifty-one had one or more persons in adult reference and guidance - only two reported none in adult services. (Appendix II, Tables XXVI and XXVII) The relation of professional adult librarians to the population discloses that 29 of the libraries have one librarian for less than 10,000 people; 16 of them have one librarian for the population group of 10,000-19,999; five have one librarian to the 20,000-29,999 group and one has only one librarian for 30,000-40,000 population.

In the children's field, in two libraries the ratio was one to under 10,000 population, but the majority of the children's librarians were serving many more people; ten libraries had a ratio of one librarian to 20,000-29,999; eight had one librarian to 30,000-39,999; and four had only one librarian to 100,000 or more people. The number of adult librarians in proportion to the population was more favorable. Twenty-nine libraries had one to each 10,000 population, 16 had one to each 10,000-19,999 population; but five had only one librarian to each 20,000-29,999.

Table 38 - SPECIALIZED PROFESSIONAL STAFF AVAILABLE

Professional Staff	Percentage of Libraries
One or more in children's work	68.3
None in children's work	20.0
One or more in adult reference and guidance	85.0
None in adult service	3.3
One or more in young adult work	28.3
None in young adult work	60.0
No report	11.6

DIRECT PROFESSIONAL SERVICE

One or more professional librarians is on duty in 28 of the libraries from 60-99 hours per week. Four libraries reported that they gave over 100 hours of direct professional service while one reported less than 20 hours and four less than 40 hours per week.

SHORTAGE OF LIBRARIANS

The national shortage of librarians is likely to continue until salaries are improved. In addition to better beginning salaries, the profession should improve salary scales to provide promotions in rank commensurate with ability and experience.

The shortage of librarians should not be used as an excuse to lower qualifications for appointments to professional positions. In order to ensure qualified professional personnel and maintain high standards for the profession as a whole, California should establish a legal system of certification for librarians, at the earliest possible date.

FINANCIAL SUPPORT

The American Library Association standards for financial support recommend a per capita budget of \$3.44 for a library system serving 100,000 population and \$3.96 for a system serving 50,000 population. With inflation and the rising costs of operations in every type of business and profession, standards for financial figures are out-of-date almost as soon as issued. It is to be noted that costs are higher per capita in smaller communities. As the ALA standards point out: "if a population group of 20,000 people decides to maintain its own independent library service, it must pay almost twice as much per capita as a group of 200,000 for adequate service."

Statistics on operating expenditures and per capita expenditures for the year 1963-64 are reported in Appendix II, Tables XXVIII-XXVIX. The new standards

of this report recommend a minimum budget of \$125,000 for a community library, with \$5.00 per capita for populations above 25,000.

PER CAPITA EXPENDITURES

There is a wide range in per capita expenditures. Fifteen of the libraries, representing 25 percent of those reporting, spend between \$3.00 and \$4.00 per capita, nine of them or 15 percent of the group, spend between \$2.00 and \$3.00, whereas five of them or 8.3 percent spend less than \$1.50 per capita. Only two libraries have over \$10.00 per capita.

In terms of national standards, only four of the municipal libraries in the 100,000 population meet the \$3.44 per capita standard. These are Glendale, Long Beach, Pasadena, and Riverside. Only six in the 50,000-100,000 group meet the \$3.96 standard. These are Alhambra, Burbank, Pomona, Santa Monica, Buena Park, and Fullerton. The per capita total for the municipal libraries in Los Angeles County is \$3.14, for Orange County \$3.46, for Riverside County \$3.20, for San Bernardino County \$2.52 and the over-all total for the whole area is \$2.71 per capita. This figure is below that of any recognized standards, even the out-dated ALA Standards. Only ten of the 60 libraries meets the \$5.00 per capita in the new standards recommended for California.

Table 39 - PER CAPITA EXPENDITURES

	Percent of Total Libraries
Less than \$1.50	8.3
1.50 - 1.99	5.0
2.00 - 2.49	15.0
2.50 - 2.99	11.7
3.00 - 3.99	25.0
4.00 - 4.99	15.0
5.00 - 5.99	8.3
6.00 - 6.99	5.0
7.00 - 9.99	0
10.00 or over	3.3
No report	3.3

Table 40 - PER CAPITA EXPENDITURES, 1964, FOUR-COUNTY AREA

Cities in	Population Served by Libraries	Operating Expenditures	Per Capita Expenditure
Los Angeles County	4,506,467	\$14,139,922	\$3.14
Orange County	597,570	2,060,619	3.46
Riverside County	252,278	807,389	3.20
San Bernardino County	253,450	639,044	2.52
3 County Libraries	3,594,290	7,313,464	2.29
Grand Total	9,204,055	\$24,960,338	
		Average Per Capita	\$2.71

LIBRARY TAX RATE

The tax rate in the four-county area indicates that 19 of the libraries, 31.7 percent of the group, have a tax rate between 15 and 19.9 cents per \$100, 12 of them, or 20 percent, have a tax between 20 and 24.9 cents, six of them have less than nine cents and only 6.7 percent or four libraries have 30 cents or more.

Table 41 - LIBRARY TAX RATE, 1964

	Percent of Total Libraries
Under 5¢ per \$100 assessed valuation	3.3
5¢ - 9.9¢	6.7
10¢ - 14.9¢	5.0
15¢ - 19.9¢	31.7
20¢ - 24.9¢	20.0
25¢ - 29.9¢	6.7
30¢ or more	6.7
No report	20.0

BOOKS AND SALARIES

The largest expenditure in every library's budget is that used for salaries. The second largest expenditure is for books. The grand total operating expenditure for the entire area was \$24,714,764. Of this sum \$18,368,549

was spent for salaries and \$3,648,956 for library materials, with the percent for salaries being 74.3 percent, for library materials 14.7 percent.

The book funds of most public libraries in the United States have decreased as a percentage of total expenditures. This is true in face of the fact that price for library materials rose almost 50 percent from 1950 to 1964. The range in expenditures for library materials is from five percent to 31 percent.

Table 42 - OPERATING EXPENSES, FOUR-COUNTY AREA, 1964

Cities in:	Salaries	Library Materials
Los Angeles County	\$11,341,618	\$1,839,821
Orange County	1,430,339	366,992
Riverside County	560,639	134,036
San Bernardino County	438,221	109,802
Three County Libraries	4,597,712	1,198,305
Totals:	\$18,368,549	\$3,648,956
Total budget, Operating Expenses, 1964:		\$24,714,764
Percent of operating budget spent on salaries:		74.3
Percent of operating budget spent on library materials:		14.7
Notes: For other details of Operating Expenses see Appendix II, Table XXVIII		

CONCLUSIONS

Library materials in Southern California are inadequate to supply the needs of users. They are insufficient in quantity, in range of subject coverage, and in depth of holdings. A large proportion of the libraries fail to meet even the minimum national library standards which are ten years old, and they are far below the up-to-date standards which are being recommended in this report. Several large libraries such as the city libraries of Los Angeles, Burbank, Glendale, Long Beach, Pasadena, and others are each a unit in themselves, and, although not self sufficient, are giving good service under trying conditions. Through an organized cooperative plan, smaller libraries might cut down on duplications of certain materials which are available in the larger libraries and use the money saved to add to the total collections in the region. Provisions should be made, of course, to compensate the larger libraries for their services.

The enormous number of people, especially students, the inadequacy of many small libraries, and the distance between large libraries create serious problems. Many public libraries do not have enough seats for their readers in evening hours. Students go from one library to another trying to locate materials which are required class readings. Often there is only one copy of a book which should be read by 50 students. More communication is needed to remedy these problems. More communication is also needed to plan for cooperation among libraries.

Shortages of professionally trained library personnel and of subject specialists trained in new and specialized subject fields add to the complexity of the problem. These lacks and shortages must be remedied before satisfactory service can be given in Southern California libraries.

CHAPTER V

OTHER TYPES OF LIBRARIES IN THE FOUR-COUNTY AREA

CHAPTER V

OTHER TYPES OF LIBRARIES IN THE FOUR-COUNTY AREA

There are many libraries, other than public libraries, in Southern California. These include the libraries of public and private universities, of colleges, and junior colleges, of high schools and elementary schools, and technical or business organizations. In a cooperative system the facilities of these libraries could add greatly to the total strength of the system. Libraries such as the University of California at Los Angeles and the University of Southern California are giving extensive service to students of other schools and to business and professional people. On the other hand, in many instances, the collections and services of public libraries are being strained to the utmost by students and by other people who use whatever library is closest to them.

The information relating to academic libraries and to technical and business libraries is treated with brevity in this report for the following reasons: (1) the survey was initiated by public librarians and is concerned mainly with public libraries, and, (2) there was not time for an extensive study of other types of libraries. Therefore, the material which is included was assembled almost entirely from published reports; and since there was no opportunity to gather information directly from the academic or special librarians the recommendations made are tentative in nature. The reasons for inclusion of these libraries seem obvious: public libraries do not exist in a vacuum; they are used by students attending academic institutions which range from elementary schools through graduate study in the universities. They are also used by individual professional and business people in the community, as well as by companies and organizations which have their own libraries, but frequently these libraries are inadequate and they must rely heavily on public or university libraries for a great deal of their research material. Any library-system plan should work towards a program of cooperation which would include all types of libraries, with all complementing and supplementing each other. University and special libraries could serve an important "backstopping" function for public libraries. However, decisions for responsibility and for financial compensation should be pre-arranged in a cooperative enterprise involving several libraries.

WEALTH OF INSTITUTIONS OF HIGHER EDUCATION ARE INADEQUATE FOR NEEDS

California has a fine state university and state college system; in addition there are many excellent private educational institutions. Yet neither the general institutional services nor the libraries have kept pace with enrollments and they are inadequate for the demands placed upon them.

The California State Department of Finance, in its 1963 annual report listed institutions of higher education by counties. Los Angeles County was reported as having 72 such institutions, with 17 of them being junior colleges, five state colleges, one state university, and 49 independent colleges and universities. Orange County has eight institutions of higher education: three junior colleges, one state college, and four independent colleges and universities. Riverside is listed as having a total of seven, with three junior colleges, one University of California campus and three independent colleges and universities. San Bernardino with a total of nine, has four junior colleges, one state college, and four independent colleges and universities. The grand total for the four counties is 96 which, on the surface, represents a large amount of attainable education, when compared with some states which have no more educational institutions than one county has in Southern California. Moreover these figures are not complete, as there are several institutions which have not yet opened for classes, such as the University of California at Irvine, scheduled to open in 1965, and the new state colleges at San Bernardino and at Palos Verdes. There are plans, also, for another state university campus in the Los Angeles area; the exact location and time of establishment have not been determined. And there will be an additional state college in the Glendale-Griffith Park area by 1970.

I SOUTHERN CALIFORNIA UNIVERSITIES

The major universities in the four-county metropolitan area, are the University of California at Los Angeles,

the University of Southern California, California Institute of Technology, the University of California at Riverside, and the Associated Colleges at Claremont.

LOS ANGELES COUNTY

The holdings of the University of California at Los Angeles alone exceed two million volumes. The number of current acquisitions at UCLA is impressive, with more than 150,000 volumes added last year. Current serials include over 32,000 titles. The University of Southern California has over a million volumes, with around 50,000 volumes added annually and almost 7,000 periodicals received. The California Institute of Technology in Pasadena has more than 143,000 volumes, adds around 8,000 annually and receives almost 3,000 periodicals.

These three institutions have large graduate enrollments, with 25 to 49 percent of the students being of graduate standing and needing research materials of a highly specialized nature. The enrollments for the past several years have run to over 20,000 for the University of California at Los Angeles, over 18,000 for the University of Southern California and around 1,500 for California Institute of Technology. The University of California at Riverside and the Associated Colleges at Claremont have had over 2,000 students, each, with from ten to 24 percent of them being graduate students.

In addition to the holdings of the major academic libraries, there are a number of other college and university libraries in this Southern California area. The combined holdings of the universities and four-year colleges exceed 3,673,918 volumes. All of these institutions offer undergraduate work with similar curricula. The several academic libraries, being oriented to their curricula, duplicate much material; this is true even in several of the larger institutions.

Financial Support (Universities)

A standard of five percent of an institution's total educational and general expenditures is widely accepted as a proper proportion for the maintenance of good library service. Applying the standard to the universities mentioned above it is evident that the University of California at Riverside is in a favorable position. (Appendix II, Table XXX) The University of California at Los Angeles almost reaches the standard and the other institutions are below the recommended standard.

Summary

The combined resources of these university libraries provide a foremost center for students, scholars and research workers.

The grand total in number of volumes added for these institutions for 1962-63 was almost 300,000; the number of volumes added per student was 6.61. The grand total of periodicals received for the year was 44,469 and the number per student was .99. The total operating library budget for the institutions was \$5,558,528 with \$1,792,914 or 32.2 percent being spent on books and library materials. The student enrollment total figure was 45,064 and the per capita library expenditure for each student was \$123.34. (Appendix II, Table XXX A-B)

The contributions of these academic institutions to the intellectual, cultural, economic, industrial and scientific progress of the state and of the nation are of great value. But the libraries in the institutions see their function as primarily to serve the needs of their students and faculty. Serious research workers seeking access to the collections of any of these libraries are usually given at least reference use privileges. Robert Vosper, Librarian at UCLA, recently said that 25 percent of the use of the UCLA library was by persons other than students. But the fact remains that academic institutions are not part of a general public library system and their holdings are of limited accessibility to the general user.

RESEARCH NEEDS

Thousands of faculty members in colleges and universities as well as many thousands of individual scientists, engineers and other professional personnel are engaged in research. The cost of annual library service for a single scholar has been estimated as high as \$500 in some of the larger universities of this country. In the federal government the annual rate has been estimated to be over \$200 for each professional person. The library's responsibility in this program is to provide the research worker with resources at the moment when they are needed. At present there is no coordinated cooperative library program in Southern California. However, state college and university librarians are now organizing for a study of academic cooperation. It is recommended that special committees be appointed by the regional boards of trustees to plan a cooperative program which will coordinate local library collections and services of the various types of libraries.

Summary

Even with the wealth of materials and the large budgets indicated in this report, the need for increased support is recognized; only one library in the group is spending its proportionate share of the institution's budget. One of the major reasons for increasingly heavy financial demands is the mounting tide of student enrollment. Other pressures are (1) the increasing size of

faculties and staffs to be served, (2) the phenomenal growth of research, (3) the creation of new departments and the introduction of new subject fields, and, (4) the increased volume of publishing and the rising costs of books.

II FOUR-YEAR COLLEGES

The grand total of enrollment in the four-year colleges studied in the four-county area is 64,255 students, for the year 1962-63. The largest enrollments are in the publicly supported colleges: Los Angeles State, 18,557; Long Beach State, 12,887; San Fernando Valley State, 9,045. It seems inevitable that the heaviest burden for library services will fall on the publicly supported colleges and universities.

LIBRARY COLLECTIONS

An analysis of college library statistics suggests that no library can be expected to give effective support to the instructional program if it contains fewer than 50,000 carefully chosen titles.[†] Recent studies indicate 100,000 volumes as being the lowest minimum number of volumes for a college library. The rate of growth of the collection may slow down, however, when the number of volumes reaches approximately 300,000. A further convenient measure based upon observation may serve as a guide: up to 600 students, 50,000 volumes; for every additional 200 students, 10,000 volumes.

Only 16 of the 26 four-year colleges meet the minimum standard of 50,000 volumes and the second standard of 10,000 volumes for every additional 200 students is met by only eight of the colleges.

A tabulation of the figures in Appendix II, Table XXXI indicates the total holdings of the 26 colleges to be 1,996,276 volumes, ranging individually from 19,813 to 175,181, with the number of volumes per student being 31. They added 190,047 volumes in 1962-63; the average number added per student was 2.96 volumes. The total number of periodical subscriptions received was 19,628 or .31 percent per student. The per student expenditure in the grand total was \$54.94.

Annual Growth

Dr. Robert Downs, Librarian of the University of Illinois, says: "In view of the wealth of materials available and the vast extent of current publishing in practically all scholarly fields, a college library can hardly achieve broad representation with less than 5,000 volumes added per year." Only 13 of the 26, or one-half of the colleges met this standard.

Periodicals

Periodical literature is very important in current academic study and the strength of periodical holdings is an important measurement in determining the quality of a library's collections. The standards of the Association of College and Research Libraries do not list a specific number of current subscriptions, but they do recommend a well balanced, carefully selected, quality list which will meet the curricular, collateral, and research needs of students and faculty. Although no specific number is mentioned in the standards, one might accept as standard, the practices of some of the leading college libraries in the United States. The latest annual report on college and university library statistics of the Office of Education gives current periodical subscriptions for the following colleges as:

Bowdoin	887
Grinnell	926
Mt. Holyoke	1,065
Oberlin	1,455
Trinity	887
Williams	1,200

Using the lowest of these figures, 887 as a minimum guide, it is readily apparent that only six of the 26 colleges meet this standard.

Per Capita Expenditure

A reasonable level of support, attained by 12 of 37 libraries surveyed recently in the State of North Carolina indicated that \$50 would be a bare minimum per capita. Seven of the colleges in the Southern California group do not meet this very conservative standard. Four of them had less than three percent of the total budget for library expenditures.

[†]Source: "Standards for College Libraries" College and Research Libraries, XX (July, 1959) pp. 274-280.

Salaries and Staff

The average beginning salary for 1964 graduates of accredited library schools was over \$6,000. Not a single college in the group of 26 met this figure. Seven of the libraries had fewer than the recommended minimum of three professional librarians. The ratio of clerical workers to professional librarians is low in all the institutions, with only one exception. The inference is that librarians are performing sub-professional or clerical duties.

California's rank among college and university libraries is not high. In dollars spent per student it ranked 20th in a recent Office of Education report; ranking above it were Nevada, North Carolina, Louisiana, Kentucky and other states. It went down to 50th place in the number of volumes per student. For these reasons, it is easy to see why students have difficulty in locating books in academic libraries. (Appendix II, Table XXXVII)

Table 43 - SELECTED SOUTHERN CALIFORNIA STATE AND OTHER FOUR-YEAR COLLEGES, 1962-63

Grand Totals for 26 Colleges						
Student Enrollment	Total Vols.	No. Vols. per Student	No. Vols. Added 1962-63	No. Vols. Added per Student	No. Periodicals Received	No. Periodicals per Student
64,255	1,996,276	31	190,047	2.96	19,428	.31
		Total Library Operating Budgets	Expenditure for Books & Other Library Material	Percent of Budget for Books and Library Materials	Per Student Expenditure	
		3,329,882	1,089,413	30.8	\$54.94	

III JUNIOR COLLEGES

California has been a leader in the junior college movement. With the present emphasis on continuing education, junior colleges will, without doubt, grow in importance and in number. On the whole, students attending community colleges are commuters to the campus and it is important that they have library resources readily available to them at the college.

In addition to the junior colleges listed in Appendix II, Table XXXIII, there will soon be another one in the Whittier area and an additional one in the San Bernardino Valley area, to the east, to open by 1970. In the Los Angeles junior college district there will be a new campus in West Los Angeles by 1967, one in the northwest valley by 1968, and one in the south center by 1970. In the Riverside junior college district there will be an additional campus in the southwestern portion to open tentatively by 1970.† The total student enrollment figure in the junior colleges included in this four-county survey was 156,311, for the year 1962-63.

LIBRARY COLLECTIONS

The total holdings for the junior colleges for the year were 746,544 volumes, ranging from 18,000 for Citrus College to 104,595 for Los Angeles City College. The average annual accessions for the year per student, was .45. All colleges except Los Angeles City College fall below the national standard which is 20,000 volumes for junior colleges up to 1,000 full time equivalent students, with 5,000 additional volumes for every 500 students beyond 1,000. A total of 563,890 volumes would be needed to meet the requirements for standards for book collections in junior colleges in the four-county area. At present these colleges have only about 62 percent of the aggregate number of volumes recommended by national standards. (Appendix II, Tables XXXIV-XXXVI)

The total number of periodicals received for all the colleges, for 1962-63, was 7,310 and the number per student for the entire group was .05. These figures are very low and indicate that the junior college library collections are extremely limited in comparison with enrollments.

†Source: State of California Department of Education.

FINANCIAL SUPPORT

A summary of financial expenditures for junior colleges is given in Appendix II, Table XXXIII. Only one college in the entire group, Los Angeles Harbor College, meets the standard of five percent of the total educational and general budget for the library. Most of the libraries are noticeably below this standard.

Staff

Standards, as set up by the Association of College and Reference Libraries, specify a minimum of two professional librarians and two clerks for a junior college library having 20,000 volumes and serving up to 500 students. It is readily apparent from Appendix II, Table XXXIII that the number of professional librarians in proportion to enrollment is very low. Los Angeles City College with more than 18,000 students has only six professional librarians.

Hours Open

Many junior college libraries are open for full service less hours per week than the four-year colleges and public libraries. This creates a problem for the four-year colleges and public libraries which are deluged with students who must go elsewhere when their own libraries are closed.

Conferences and cooperative planning among public, college and school library representatives are suggested as a first step towards better libraries and better use of those which currently exist.

IV

SCHOOL LIBRARIES

The development of strong school libraries is essential in any sound public school educational system. Three basic items are needed for school libraries: (1) books and other library materials, (2) physical space, (3) librarians. The present-day library contains not only books but periodicals, pamphlets, films, filmstrips, slides, pictures, recordings and other instructional materials. Because of the variety of materials, the term "instructional materials center" is frequently used to define the school library. Modern methods of teaching require multiple sources of information and encourage independent

thinking; in superior schools extensive use of library materials is emphasized. Despite the fact that the library is regarded as the center of the instructional program, many schools operate in such a manner that student use of these facilities becomes almost an impossibility. Often library materials are completely inadequate; even when good libraries are provided, a lock-stepped schedule keeps students in classes six periods a day, with little time left to use the library. And, few school libraries are open during evening hours or on Saturdays.

Children and young people use public libraries as well as school libraries; this is a commendable practice, for public libraries are educational institutions and the resources of public and school libraries should be mutually complementary. Each school system should carry its full share of responsibility for providing good libraries, and, regardless of the quality of public library service, every school should have its own library, planned, organized, and financed by the school system. Yet, in recent years, public libraries have been inundated with students, and as a result there is no room for the adults who normally expect to be served by the public library. Part of this is due to the lack of adequate financing and support of school libraries. The school library shortage is a "national disgrace" seriously hampering the reading development of children across the country, says Francis Keppel, U.S. Commissioner of Education, in the November 1964 issue of *McCall's Magazine*. Keppel gives a national overview of the school library crisis, including the status of libraries in the school systems of our ten largest cities. Citing the need for more school librarians and other factors that contribute to the lag in school library development, Keppel urges public support and use of ALA standards to improve and expand school library facilities.

In order to meet the requirements of State departments of education and of regional accrediting agencies, schools are forced to comply with specific standards and, for this reason, the outlook for better school libraries is favorable. Quantitative standards of the American Association of School Librarians include the following minimum standards:†

For Elementary Schools (Grades K-6)

Books

At least 3,000 books for schools having up to 200 students; at least 10,000 books for schools having up to 550 students; 6,000-10,000 for schools having from 551 to 1,000 students; above 1,000 students, ten books per student.

†A complete list of school library standards are in: American Association of School Librarians. *Standards for School Library Programs*. American Library Association, 1960, \$3.00.

Annual Amount Spent on Library Books

At least \$1,000-\$1,500 annual expenditure for books in schools having 100-200 students; above that number \$4-\$6 per student.

Other Library Materials

From 15-25 magazines; 1-3 newspapers and a sufficient number of all types of audio-visual materials.

Size of Central Library

Seating space for 45-55 and enough shelving for books and other materials in schools having up to 550 students; above that number; seating space for ten percent of student body and a second reading room if for more than 100.

Staff

One librarian for each 300 students up to 900, and an additional librarian for each 400 students or major fraction above that number; one clerk for each 600 students or major fraction thereof.

Hours Open

Service for each full day, under the direction of a librarian, and also service before and after school hours.

Secondary Schools

Library Materials

A collection of at least 10,000 volumes; above 1,000 students; ten books per student; 120 periodicals with back issues needed for reference purposes retained at least five years and a sufficient number of all types of audio-visual materials; 200-1,000 book titles and 25-50 periodicals of professional literature for faculty.

Annual Expenditures

After establishment of the basic collection on annual budget of at least \$4-\$6 per student; not less than one percent of total per pupil instructional cost (\$2-\$6) for acquisition of audio-visual materials.

Size of Central Library

Seating space for 45-55 in schools with enrollments under 550 and for ten percent of enrollment in schools having 551 or more students.

Staff

(Same as for elementary school)

Hours Open

For good service the library remains open until at least five o'clock. Reports from the field recommend that school libraries be open for use on Saturdays and that high school libraries should be open at night.

Photocopy Service Needed

The photocopying of single copies of encyclopedia or periodical articles is a reasonable service for expediting the use of library materials for students.

PROGRESS FOR SCHOOL LIBRARIES

Steps are being taken to improve school libraries in California. The School Library Research Project, which is under the direction of the State Department of Education, involves a two-year study of the needs of the public school libraries.

Marvin Howell, project coordinator, states that the project is making a comprehensive study of the financing, personnel resources, physical facilities, holdings, general organization, relationships to community libraries, and other aspects contributing to effective library services. It was through the courtesy of Mr. Howell that the data[†] was available which is herein reproduced in the tables relating to public schools in the four-county area. More detailed and complete information regarding this project will be published in a forthcoming report of the California State Department of Education.

More than two million students are enrolled in the grades from kindergarten through junior college in the metropolitan area which includes the counties of Los Angeles, Orange, Riverside and San Bernardino. (Appendix I, Table XXXVIII) Among the 58 counties in California, Los Angeles has the highest school enrollment; Orange ranks third, San Bernardino sixth and Riverside

[†]All data relating to public schools are for the 1963-64 school year and reflect school library conditions as of May 1964. Enrollment and ADA figures are for March 3, 1964.

thirteenth; the percentage of the State's enrollment is 47.5 or almost half of the total for the entire state. (Appendix II, Table XXXIX) Fifty-nine of the 229 school districts in the four-county area are unified. The movement towards unified school districts should be favorable towards larger and better school libraries.

LIBRARIES IN ELEMENTARY SCHOOLS

Seven hundred and fifty-one or less than half of the 1,823 elementary schools in the area have libraries and half of these are in Los Angeles County. (Appendix II, Table XLI) Only 9.2 percent of the 751 libraries have full-time librarians. (Appendix II, Table XLII) A librarian is defined here as "a person who holds a valid California credential in school librarianship;" often the credential may be obtained with less educational requirements than the Master's degree in Library Science.

SCHOOL LIBRARY SUPERVISORS

There are 215 school districts in the area. Seventy-six of these districts have library supervisors; again Los Angeles County leads with the largest number, 56.8 percent. Orange County is second with 46.2 percent. Riverside has 14.7 and San Bernardino 5.6 percent. The over-all average with district library supervisors is 35.3 percent. (Appendix II, Table XLIII)

SECONDARY SCHOOLS

There are 202 senior high schools and 187 junior high schools in the four-county area. Los Angeles County has 134 senior high schools and 135 junior high schools, with respective average enrollments of 2,166 and 1,464. The smallest average senior high enrollment is 1,103 in Riverside County and in the junior high schools the smallest average is 790 in San Bernardino County. (Appendix II, Table XLIV)

NUMBER OF VOLUMES IN SCHOOL LIBRARIES

The number of volumes in school libraries is low. The number in the senior high schools range from an average of 10,521 in Los Angeles County to 5,982 in Riverside; in junior high school, Los Angeles is again high with an average of 7,684 and Riverside low with 4,553. (Appendix II, Table XLV) The volumes per student is only half the number which is an established national standard, ten per student. In both the senior and junior high school the average per capita is five volumes. (Appendix II, Table XLVI)

EXPENDITURES

Expenditures for the four-county area are low. The amount spent for senior high schools, per student, in

Los Angeles was \$3.25, in Orange County \$3.97, in Riverside \$3.53, in San Bernardino \$4.39, an over-all average of \$3.46. For junior high schools the expenditures, per student, were: Los Angeles \$2.57; Orange \$3.36; Riverside \$2.74 and San Bernardino \$4.67, an over-all average of \$2.79. (Appendix II, Table XLVII) The national standard is \$4-\$6 per student, after establishment of the basic collection.

PERSONNEL

Librarians in a little more than half of the senior high schools hold a fifth year library degree and not quite half of the junior high school librarians hold such a degree. (Appendix II, Table XLVIII) A number of schools are served by credentialed librarians who do not hold a library degree. Other schools are served by teachers who have no education in librarianship. The Education Code does not require a teacher to have the librarianship credential or training in library science to serve as a school librarian. California is far behind most states in this lack of educational requirements for public school librarians.

HOURS OPEN

One of the major problems for public libraries is the fact that they are "swamped" with students after school and at night. Several schools have made an effort to rectify this situation and, although the number is small, it is noted that 25 school libraries in the four counties are open at night. (Appendix II, Table L) None of these are open every night, but several are open one or two nights, between Monday and Thursday. Los Angeles County has 11 libraries open at night, Orange County has four, Riverside two and San Bernardino eight. The average number of users per week in the grand total for the four-county area is 2,243 persons. A joint evaluation of night openings, by librarians and principals, indicates that six of them thought the project was excellent, 12 thought it good, five fair and two poor. It seems that an extension of "hours open" would be of great value to students and would relieve the pressures on public libraries. Further experimentation is recommended in this field.

RECOMMENDATIONS

In order that school libraries may begin to try to meet the needs of students, the following recommendations are made:

1. Efforts be made to reach the "Standards for School Library Programs" which have been adopted by the American Library Association. This will mean providing more books, more librarians, more space, and more library hours.

2. Establish communication channels between teachers and librarians, the schools, and the public, for planning and anticipating needs.
3. Inaugurate longer hours of service for libraries in the schools.
4. Develop a regional planning council which will include school and public librarians, teachers and school administrators. Both school and public librarians should assume responsibility for making contacts with each other and for being informed about the plans, programs, resources and services of the complementary agency.

REGIONAL PLANNING

Cooperative planning in the development of school and public library collections will provide a wide range of materials, will prevent unnecessary duplication and will coordinate services.

Future plans for school libraries may include the development of a network of regional materials centers, each center serving a cluster of states. By using many of the technical, electronic, and mechanical devices that have been developed, the regional centers could be of great service to the district centers and schools within their areas. Closed circuit television and other forms of quick communication would accelerate reference and information services between regional and district centers.

The Deiches Library Studies, being made in Baltimore, Maryland, reflect a picture which may well be applied in other parts of the country. That is that almost two-thirds of library service to students, both in number of books supplied and number of hours of library use, comes from the public library; school libraries provide about one-third of the library needs of their students.

PUBLIC SCHOOL PROGRAMS

The quality of library service for students must be raised and preparations made to take care of the thousands of students who will be in college in the years ahead. The schools are trying to meet their own national school library standards, but financial shortages, burgeoning enrollments, and increased educational emphasis on library usage, cannot be met by the schools acting only by themselves. Their individual efforts must be supplemented by a cooperative enterprise integrating their program into a larger one which will assure uniformly accessible library service of high quality to all students.

V

SPECIAL LIBRARIES

A special library usually exists to serve a restricted clientele for a special and limited purpose. The majority of special libraries are not open to the public. They are maintained by firms or agencies specifically and solely for the use of their immediate staff and the direct cost of maintenance is borne by the firm.

Although the resources of special libraries are usually available to outsiders only by special arrangements, they are included in the present survey because of their specialized collections which make them valuable assets in plans for cooperation among libraries. On the reverse side, special libraries make heavy demands on public and academic libraries and should be involved in any plans for more equitable sharing of responsibility in library planning for the future.

WEALTH OF RESOURCES IN SOUTHERN CALIFORNIA

The wealth of special resources in special libraries may be pointed out by the holdings of some of the large libraries. Two libraries which are used by scholars from around the world are the William Andrews Clark Library belonging to the University of California at Los Angeles and containing over 65,000 volumes, with specialization in English civilization from 1640 to 1750, and the Henry E. Huntington Library in San Marino. The latter has over 250,000 rare books, more than 3,000,000 manuscripts and more than 162,000 reference books. Special collections in American history and literature, British history and literature, and incunabula bring many serious research workers to the library annually. The Los Angeles County Medical Association Library has almost 90,000 volumes; the Los Angeles County Museum and the Southwest Museum each have 50,000 volumes; the Philosophical Research Society, 40,000 volumes; the Braille Institute, 36,000. The motion picture studios have excellent collections, with Paramount's holdings of 35,000 and MGM's of 15,000 volumes. The aviation companies contain sizeable collections: Autonetics, a Division of North American Aviation having 32,000 volumes, Hughes Aircraft in Culver City, 25,000; Douglas Aircraft at Long Beach, 20,000; and North American at Downey, 15,000. The University of California Citrus Research Center has approximately 30,000 volumes, the Mt. Wilson Observatory almost 22,000 volumes.

Ninety-eight special libraries are listed in Appendix II, Table LIV. Twenty-nine of these did not give the

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number of volumes owned, but of the remaining group of 69 libraries, 49 of them had over 5,000 volumes each. Often special libraries have more need for periodicals and journals than for books. Fourteen of the libraries receive 500 or more periodicals. The Los Angeles County Law Library receives over 4,000 periodicals and the University of California Citrus Research Center, Hughes Aircraft Company, the Los Angeles County Museum, the Jet Propulsion Laboratory and Rand Corporation each receive 1,000 or more periodicals.

Many of the special libraries in Southern California have been established within recent years, paralleling or following the establishment of companies or corporations. It is to be expected that the libraries will grow in size and in importance each year. The total number of volumes of the 69 libraries reporting this item is 4,356,269; 50 libraries reported the number of titles added for 1964 and the total number is 103,525. The total number of magazine subscriptions for the 59 libraries reporting on this item is 25,202. These holdings of highly specialized libraries are impressive. Their contents could be of great assistance to many persons other than employees of the immediate company or institution.

Special libraries rely heavily on current specialized journals, government reports, and on company or technical reports which may or may not be confidential or restricted for circulation. In many instances people do not know about valuable materials which might be available to the public. Unfortunately no machinery has been established to assemble a list of the materials in the Southern California area which could be used for reference and research. However, the Southern California Chapter of Special Libraries Association has a Directory which lists the subject specialities of each of the libraries. In checking the collections held by the libraries it is evident that they have important collections and add significantly to the resources of the area. For example, the information found in the library of the Jet Propulsion Library in Pasadena is not duplicated anywhere else in the country. The Pacific Aeronautical Library, the Library of Atomic International, the Library of the Rand Corporation, of the Richfield Oil Company – all of these have materials useful to many people.

COOPERATION

Schools and Special Libraries

A committee of library specialists known as the Inter-Library Task Group has prepared for San Diego an area library directory which lists the names of the special libraries and of the school libraries in that area. The purpose of the directory is to make available to schools the specialized holdings of reference materials in special

libraries not normally available in schools. When specialized materials are needed by a student or library patron in the mathematical, technical, or scientific fields, the librarian may contact one of the librarians directly. If the requesting librarian does not know in what library the material may be found, he may call any of the three resource specialists named in the directory for advice as to where the material can be located.

In some cases, the material is available for reference use in the library only. In other instances it may be obtained by going directly to the library or it may be secured by interlibrary loan. This move towards cooperation between the schools and special libraries is one which is recommended for the entire Southern California area.

Inter-Library Cooperative

Another cooperative project is a voluntary inter-library cooperative called the Associated Science Libraries of San Diego; this includes the libraries of seven companies in the San Diego area. The purposes of the cooperative are:

To increase the information resources available to the San Diego scientist and engineer by pooling of library materials and librarians' services. Specifically, to facilitate interlibrary loans, exchange of information about collections, bibliographic assistance, study privileges to visitors, and referral services.

To save money by avoiding unnecessary duplication of expensive publications.

To save time by providing for rapid ascertaining of and access to specialized collections in the area.

Referral services to resources and special collections in San Diego libraries, as well as those outside the area, are provided by the Associated Science Libraries.

Visitors with a scientific or scholarly purpose may usually, with the approval of the librarian concerned, be admitted to a library to obtain information or to study materials not otherwise available to them.

Union List of Periodicals

In an effort to coordinate existing library periodical resources the Southern California Chapter of Special Libraries Association has compiled a Union List of Periodicals in Libraries of Southern California. The purpose is to promote greater dependence of the smaller libraries on each other, rather than on the large holdings of a few libraries. Such inter-dependence among libraries may lead to cooperatively planned selections of titles and reduction of duplication in the area of seldom used titles.

Interlibrary loan of material in special libraries is being superseded, in many instances, by providing photocopies, particularly of periodical literature; sometimes these are provided gratis, but more often a minimum charge is made which covers only the cost involved. Other services which would be of great value, and are being given in some cases, are translation services, literature searching and the preparation of bibliographies. Fees, based on time rate or type of service performed, should be a part of such a plan.

RECOMMENDATION

It is recommended that the Special Libraries Association of Southern California be asked to assist a cooperative library system for the entire area in the following ways: (1) take an inventory of their holdings (2) publish either complete or selected union lists (3) investigate possibilities for extension and exchange of services with all types of libraries in the area.

CHAPTER VI

A PLAN AND RECOMMENDATIONS FOR A SYSTEM OF LIBRARIES FOR SOUTHERN CALIFORNIA

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A PLAN AND RECOMMENDATIONS FOR A SYSTEM OF LIBRARIES FOR SOUTHERN CALIFORNIA

The public library has not kept pace with other community services to which the urban dweller and the exurbanite have become accustomed. These are reflected in excellent shopping centers, good public schools, flourishing junior colleges, and superior community hospitals. Libraries, too, must give excellent service which does not entail undue delay or extensive travel.

Libraries have not developed as fast as the population, nor have they developed as fast as modern technology. They cannot do anything about the soaring population but they can do something about the technology explosion. If libraries are to fulfill their role, they must try to fulfill the demands of professional and scientific personnel and they must aid the ever-growing school population. In addition, they must continue to give their traditional services in educational, cultural and recreational fields. Increases in circulation have not kept pace with population increases. A great deal of money is now duplicated in books as well as in the processing and cataloging of them. In many cases, of course, duplication is needed and more duplicates are needed than the present budgets can supply, but little-used books and expensive runs of serials could be shared rather than duplicated. Libraries, planning and working together, should be able to solve these problems.

A system of libraries will not meet minimum standards just by cooperating. There will have to be changes in organization and administration, plans for improved collections and services, adaptations in routines and procedures, redistribution of staff assignments, and other changes to produce greater efficiency and to provide better facilities and services.

GENERAL PRINCIPLES UNDERLYING PLAN FOR A COOPERATIVE LIBRARY SYSTEM IN SOUTHERN CALIFORNIA

1. Public libraries are not a luxury; they are a necessity. The public libraries in Southern California should be convenient and adequate centers

of information for all residents and they should supplement educational, cultural, civic, and recreational activities.

2. Users of libraries in Southern California need better library service than is now available to them. A plan for cooperation among libraries should help to provide better libraries than now exist. The primary responsibility for good library service rests with each community and such service should be based on local initiative and local support. The obligation of each library to meet the needs of its users is not decreased by participation in a cooperative regional system. The objective is to supplement and enrich, not in any sense to replace individual libraries. As this study has progressed it has become increasingly clear, however, that only as libraries band together, each helping the other through joint effort, can good service be provided.
3. The system concept of library service is now well established and has been accepted by the American Library Association as part of the minimum standards of library service, as was reported by ALA in 1956: "Libraries working with one another, sharing their services and materials, can meet the full needs of their users."
4. Voluntary cooperation alone, without a planned program of action and without funds for improved services, is not sufficient to meet the needs of library users. Any other plan will extend weakness rather than build strength.
5. One of the major considerations in a library system is to build, when possible, on existing library resources rather than to build new facilities. In a system of library cooperation, plans should be made to serve not only the general public but students at the undergraduate and graduate levels, scholars, scientists, research workers, and professional people.

6. Cooperative working relationships should be developed among public libraries, and with public schools, colleges and universities, and special or technical libraries.
7. Cooperative systems may be established by direct action of independent local libraries. According to the California Public Library Development Act, a system may consist of the following:
 - (a) A library system consisting of a library operated by a single public agency.
 - (b) A consolidated library system in which two or more public agencies consolidate their libraries to form a single library.
 - (c) A cooperative library system in which two or more public agencies enter into written agreement to implement a plan of service for the agencies so contracting.

FUNCTIONS FOR LIBRARY SYSTEMS

The functions of library systems are being studied and identified in the California State Survey of Libraries which is currently in progress. A brief summary of some of these concepts follows. There are two general types of library systems: a system for readers; a system for libraries.

SYSTEM FOR LIBRARIES

In a system for libraries, two or more libraries work together in cooperative projects or activities such as: (1) cooperative selection, (2) centralized acquisitions and cataloging, (3) interlibrary reference; and, (4) interlibrary loans.

Southern California has library leaders who have the professional background and experience to enable them to move rapidly towards the organization of systems for libraries. Joint action does not necessarily mean greater economy of operation. It may result in savings in some areas, but better services, in all likelihood, will not be cheaper. The objectives of cooperation are better and more extensive services and greater efficiency of operation. Suggested cooperative projects and activities for systems of libraries are given later in this chapter and also in Appendix I.

The libraries in Southern California may wish to work as regional units in their beginning cooperative efforts, establishing area reading and reference centers as a first step and concentrating on services to readers, or, they

may wish to establish a region with area reference centers and, at the same time, initiate certain joint activities for systems of libraries. The latter is recommended for the Southern California area.

SYSTEM FOR READERS

In a system for readers, the individual library user has access to the traditional services of libraries: (1) strong reference collections, (2) general book collections and other library materials from which he may borrow for home use, and, (3) reciprocal borrowing privileges which give the user access to all libraries in the regional system.

Reader centers may be established by voluntary joint action among libraries. Two or more libraries may unite, with one strong library serving as a reference center for the area. This reference center would be open for direct use by readers. The system may be developed within the locality, or it may be developed through state initiative or through a combination of local and state support. Geographical proximity and shopping centers provide a physical framework for the development of library systems.

Time is an important factor in a reader's use of libraries. Experience in other states indicates that most readers are unwilling to spend more than an hour in travel time to a library and, as has already been pointed out, many readers are not willing to spend more than one half hour in getting to a library. Scholars and research workers are exceptions, their research needs providing them with stronger motivation. The City of Los Angeles and Los Angeles County have established "regional" branches thus providing within convenient distance of their patrons a higher level of service than the community branch can give. On the whole, library use will continue to be local in nature, children will walk to the library and adults will use it in conjunction with their trips to and from work or shopping. Although library systems will have their roots in local libraries, extensive and specialized facilities should be available to scholars and research workers; these should go beyond the local systems and extend to a cooperative network of large public, university, and special libraries.

RECOMMENDATIONS FOR ORGANIZATION OF A SYSTEM OF LIBRARIES

It is recommended that the libraries of the four counties in the four-county metropolitan area of Southern California cooperate in the organization

of a system of libraries. The purpose of this organization is to improve the quality of library services to all residents of the area. It is recommended that public librarians seek the cooperation of other types of libraries in this undertaking, this would include college, university, public school, and special libraries.

County lines should not be a restriction in this organization of services. With the Joint Powers Agreement, there is no reason for staying within county boundaries when crossing them is more feasible and provides better service.

Convenience of access, depth of collections, and excellence of service are vital factors in good library programs. A major requirement for a library system, as well as a requirement for receiving state funds is that the system provide equal access to all residents and all participating libraries in the system. It is recommended that these factors be kept in mind in any plans for cooperative programs.

The plan for library service which is outlined for Southern California includes specific levels and standards of service. It is recommended that this plan be adopted and that the levels and standards of service become effective as soon as possible.

RECOMMENDED LEVELS OF PUBLIC LIBRARY SERVICE

The levels and standards of service outlined are consistent with principles of the Master Plan for Public Libraries in California. And, they are in accord with California and American Library Association Standards, but they are higher, in some respects, than the previous standards which are almost ten years old and do not meet present day demands. They include three types and levels of library service: (1) Community, (2) Area, (3) Research.

Community Library Service

The great majority of people in the metropolitan area of this study live in or adjacent to densely populated areas. Cities with less than 25,000 population cannot support a superior library program unless the level of financial support is higher than is customary in most cities. Community library service is the responsibility of local government but communities which cannot provide the resources for the library needs of their citizens should join with their neighbors in a cooperative library

system and should receive equalization aid from state and federal funds. State aid is not given directly to an individual community library; rather, it is given to libraries which have affiliated as a system. In lieu of state or federal aid, a community may contract with a neighboring jurisdiction for services and pay for these services according to the agreements off the contract.

The function of the community library is to meet the most frequent needs of library users. It provides: (1) basic collections in subjects of general interest, (2) general reference resources, (3) current books, (4) library materials for children, (5) classics in the various fields of knowledge.

For more extensive or more specialized materials the reader must go to an Area Library or a Research Library.

Area Library Service

The Area Library may be used by local residents and also by all readers from the region, on the same terms. It serves the student, the general reader and the specialists. It supplements the community library and provides a high level of information, reference, and bibliographical resources, (2) balanced and comprehensive collections of library materials of both general and specialized interest, (3) interlibrary loans to member libraries, (4) quick reference service by telephone or teletype.

Every system should have one or more area libraries. An administrative structure and plans for cooperative services are necessary in the development of an Area Library Service.

Research Library Service

The Southern California metropolitan area is a research center. There are increasing demands for resources at the research level by: (1) faculty and graduate students in colleges and universities, (2) professional people, scientists, and specialists engaged in research for government, business, or industry, (3) individuals who are engaged in activities requiring research resources.

The Los Angeles (City) Public Library is the only public library in Southern California which has the resources and facilities to qualify as a research library. Working with other large research libraries such as the University of California at Los Angeles and the University of Southern California, Los Angeles Public Library can serve as the library research coordinating agency for the region.

It will receive specialized requests by telephone or

teletype from area libraries, from academic libraries and from individuals. It will fill requests if it holds the titles, or photo duplication will be used (within copy-

right limitations). Requests for materials not held will be sent to any participating library who has the requested items.

A PLAN FOR LIBRARY SERVICE IN SOUTHERN CALIFORNIA

The purpose of the plan outlined below is to try to develop a coordinated program which will provide better library service to every resident in Southern California.

The plan is based upon population projections to 1985 and includes the libraries in the four-county area of metropolitan Los Angeles. Local service exists, to some extent, in each community, and provides direct service to the people. In some cases, within this group, the libraries are excellent, but in others they are inadequate and unable to meet even minimum standards.

In a cooperative regional library system the local community library should be used as a first source of library materials and services; if however, the library patron is unable to satisfy his needs in the local library, he should be able to go to progressively advanced resources: the Area Library and the Research Library. Principles and roles for community, area, and research libraries are given below.

PRINCIPLES FOR DEVELOPING COMMUNITY LIBRARIES IN A COOPERATIVE PLAN

1. No new libraries should be established, at the local level, unless they present a plan to the State explaining how standards will be met.
2. Local communities must help themselves; according to the new standards proposed in this report, each community should provide a minimum public library budget of \$125,000 for annual expenditures; and there should be at least \$5.00 per capita for population above 25,000.
3. State funds should be provided for community library services as part of the total plan of service of the cooperative system.
4. Community libraries should have access to advice and assistance from the State Library in the development of their programs.
5. There should be a uniform policy among all levels and types of libraries for referral to higher levels of service.
6. Due to the heavy student use of public libraries, there should be State aid for library service to secondary schools and to junior colleges, at the community level.

PRINCIPLES FOR DEVELOPING AREA LIBRARIES IN A COOPERATIVE PLAN

1. High level library resources and service should be available, within one-half hour of travel time, to all residents in Southern California.
2. To provide these services there should be at least 12 area libraries, in the beginning phase of the plan, for the four-county Southern California area.
3. State funds should be provided for improving the resources and services of area libraries to enable them to serve persons outside their legal jurisdictions.
4. These centers should have collections of library materials sufficient for the needs of the area.
5. They should participate in a plan for subject specialization among cooperating libraries in the region.
6. There should be a sufficient number of qualified, professionally trained librarians to meet standards for area libraries.
7. Library buildings should be provided to serve urban populations to the maximum extent possible. There should be adequate space for collections, and multi-purpose rooms for meetings and for audio-visual services.
8. The resources of area libraries should be available to secondary and college students and to all children and adults in the area.
9. When necessary there should be referral to and access to research libraries and to State Library.

PRINCIPLES FOR DEVELOPING RESEARCH LIBRARIES IN A COOPERATIVE PLAN

1. Research libraries having extensive collections will serve as centers for subject resources and special materials not available in the area libraries. Such libraries as those of the City of Los Angeles, the University of California at Los Angeles, and the University of Southern California are in this category.
2. Access to research libraries should be on a referral basis.

3. Holdings should contain highly specialized and research materials and should have extensive collections of indexes, bibliographies, abstracting services, back runs of periodicals and microfilm materials.
4. Subject specialists and research-oriented persons should be employed on the staff.
5. Extensive photostatic and copying facilities should be available.

THE ROLE OF AREA LIBRARIES IN A COOPERATIVE PLAN

One of the most appealing features of an Area Library is the direct, immediate and practical service it can give to the local library user. An Area Library has the following favorable characteristics:

- It is a library which has collections in depth beyond those of a community library.
- It is easily accessible to every resident in the area and connects him with the total resources of the region.
- It allows for the borrowing of books from any library in the system without payment of fees.
- It is of particular value to students, supplementing the very limited collections which are available to them in most school libraries.
- It opens a resource to persons with specialized interests and research needs. Bibliographies, special reference tools, and depth coverage in subject fields are available to the user.
- It offers the assistance of subject specialists in literature searches and in research work.
- It provides immediate interlibrary loans to neighboring libraries.
- It expedites quick transportation of requested materials; this is especially effective if there is daily delivery service.
- It provides a special level of reference service directly by telephone to member libraries in the area, thus saving time and money for persons who need quick reference information.

SERVICES WHICH COMMUNITY LIBRARIES MIGHT EXPECT FROM AREA LIBRARIES

Through contact with area librarians, community librarians may gain invaluable aid in the following:

- Reference of difficult questions or questions requiring tools not in the community libraries to area libraries.
- Scheduled meetings to review new reference tools.
- Buying lists of reference books, compiled by subject specialists, and adapted to the geographical area needs.
- Lists of superseded reference books to assist in discarding materials.
- In-service training for community librarians.
- The services of trained storytellers on a rotating basis.
- The services of speakers (specialists) for Staff or public meetings.
- The services of building and equipment specialists.
- The use of special materials (records, films, photocopy).

RECOMMENDED AREA LIBRARIES

It is beyond the scope of this report to make specific recommendations for each library in Southern California. Because of the variety of libraries, no single pattern can be outlined for them but it is clear that a need exists for extensive collections in subject fields, for geographically well-located research materials, and for ready access to them. With these facts in mind, certain libraries are designated as area libraries. These libraries make a circle around Los Angeles and, when open to readers in the four counties, will back up and supplement smaller community libraries. The 12 area libraries listed below are recommended for the beginning phase of the four-county Southern California library system. Without doubt, additional area libraries will be needed in future developments.

Area 1 – Santa Monica Public Library

Area 2 – The Hawthorne Regional Library of the Los Angeles County Public Library

Area 3 – Long Beach Public Library

Area 4 – Whittier Public Library

Area 5 – The Los Angeles Valley Area Library† (This is the proposed large branch library which the City of Los Angeles projects in its master plan for libraries; it will be located in the San Fernando Valley)

Area 6 – Pasadena Public Library

†The Los Angeles Valley Area Library which will be a part of the City of Los Angeles system will be a large research library, second in size to the City's Central Library. The North Hollywood and West Valley Regional Branches used together, can serve as a temporary Area Library until the Los Angeles Valley Area Library is a reality.

- Area 7 – The West Covina Regional Library of the Los Angeles County Public Library
- Area 8 – Pomona Public Library
- Area 9 – Santa Ana Public Library
- Area 10 – Anaheim Public Library
- Area 11 – Riverside-San Bernardino Public Libraries††
- Area 12 – The Lancaster Regional Library of the Los Angeles County Public Library

RESEARCH LIBRARIES

The only public library meeting the requirements of a research library is that of the City of Los Angeles. It is recommended that this library be designated as the Research Library of Southern California.

If cooperative plans can be worked out it is recommended that the libraries of the University of California at Los Angeles and of the University of Southern California be drawn into the system of research libraries, giving service to persons other than to their own students who may wish to use their library facilities.

ROLE OF THE STATE LIBRARY

The State Library of California, located in Sacramento, plays an important role in service to all types of libraries in the state, but it has a particular responsibility to public libraries. It has a distinguished record of leadership of many years standing and it is ready, at all times, to assist large or small libraries. The collections of the State Library, through interlibrary loans, "backstop" the collections of many small libraries. The advice, assistance, and guidance of the consultant staff are available to libraries throughout the State. The State Library is a coordinating force for the development of better libraries and the better library laws. In the development of library systems it is suggested that the resources of the State Library be used in the following ways:

- That the State Library assist libraries in the development of cooperative plans and in the review, evaluation and development of these programs.

AREA CENTER LIBRARIES AND RESEARCH LIBRARY

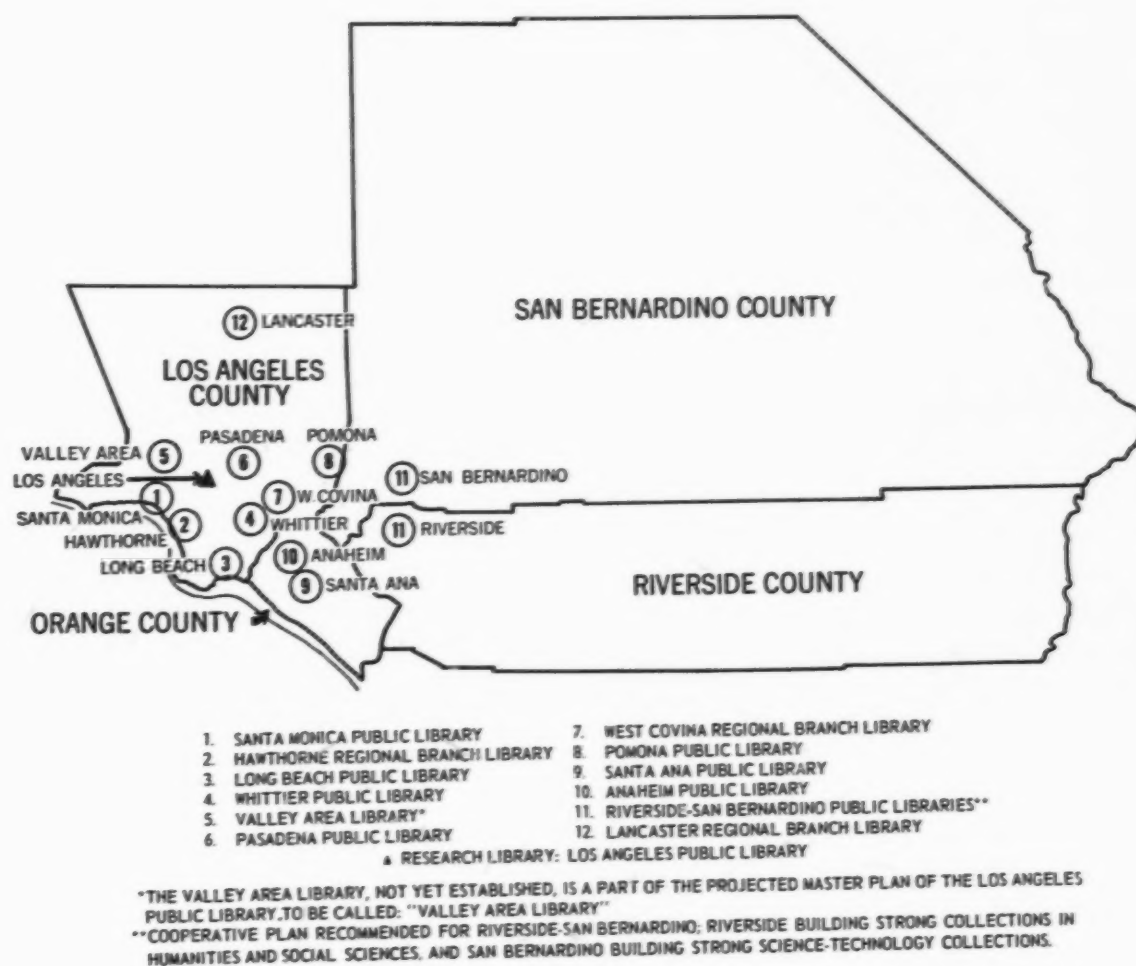


Figure 10

††A cooperative plan is suggested for the cities of Riverside and San Bernardino. It is proposed that responsibility be divided between the two, with Riverside building strong collections in the humanities and social sciences and San Bernardino building strong science-technology collections. As soon as feasible, an Area Library should be developed in the Indio region of Riverside County.

- That the State Library employ a sufficient number of consultants to assist local and area libraries in the planning and development of their programs.
- That the State Library sponsor scholarships to help recruit librarians.
- That the State Library lead in the effort to secure legal certification for librarians.
- That the State Library increase its interlibrary loan and reference services in depth.
- That the State Library continue and extend its leadership in stimulating and guiding library planning and development by all librarians, by public library trustees, leaders in business and industry, government authorities, school administrators, and private citizens.

More detailed information about the State Library and the role recommended for it will be found in the current State Survey of Public Libraries.

PATTERN OF SERVICE

The general pattern of service might be similar to the following examples:

- A public library patron's request which cannot be met by the local Community Library, may be referred to the Area Library of the system. If the material or information is not available in the Area Library the request may be referred to other reference centers or to the Los Angeles (City) Public Library or the State Library.
- A high school or college student's request, if not filled in his own academic library would be referred to the Area Library and on to the Research Library or the State Library, until the material is found (if it is available).
- Research workers may originate their request either in a special library, if eligible to do so, or in a public or academic library and may progress through the various library channels.

STANDARDS FOR CALIFORNIA LIBRARIES

The standards which follow are those which are being recommended in the California statewide survey of libraries. In the state survey, figures are given for both urban and non-urban areas, but only the figures for the urban or metropolitan area apply to the four-county area and are recommended as a part of this report.

Standards for Community Libraries

A community library meeting the standards set forth below should be maintained wherever 25,000 or more people live within 15-20 minutes driving time in metropolitan areas and within 25-30 minutes driving time in other areas. These standards provide the foundation of local library service that should exist throughout California. Where substantially more than 25,000 people are served by a community library, higher levels should be achieved, as indicated below by per capita standards.

Materials

1. A minimum of 35,000 book titles, (weeded to remove material no longer useful) of which at least 20,000 have been acquired within last ten years
2. A minimum collection of 50,000 volumes for population of 25,000, and at least two books per capita in places up to 100,000 population, 1.5 book per capita for portion of population above 100,000
3. 1,000 reference titles† in non-circulating collection
4. Not less than 3,500 well-selected book titles currently added per year in libraries serving 25,000 people, moving to at least 5,000 titles in community libraries serving 100,000 people
5. 250 periodical subscriptions, most of which are indexed, and with at least one-half held in back files for five years or more
6. Selected state and federal government documents to provide information about current statistics and topics of wide interest
7. Not less than 2,000 sound recordings (with 250 added each year) in libraries serving 25,000 people, moving up to at least 5,000 recordings (and 1,000 added per year) in community libraries serving 100,000 people

Staff

1. Minimum staff of 12 employees (full-time equivalent)
2. One employee for each 2,000 people in service area
3. At least one-third of staff holding degrees from ALA-accredited library schools

Physical Facilities

1. Fifty square feet of space per 100 people in service area if community library is a branch

† "Reference titles" as used here refers to books of information which are normally consulted briefly and at intervals for specific pieces of data rather than being read through for consecutive presentation of a topic.

library or a member of a library system; 60 square feet if library operates alone, maintains its own cataloging and processing department, etc.

2. At least one seat per 200 people up to 50,000 population; one seat per 400 people for portion of population above 50,000

Financial Support

1. Minimum of \$125,000 annual expenditures
2. At least \$5.00 per capita for populations above 25,000

Standards for Area Libraries

An area library meeting the standards set forth below should be maintained wherever 200,000 or more people live within 30 minutes driving time in metropolitan areas or 150,000 people within 60 minutes driving time in non-metropolitan areas. (Note: Driving times are actual averages door-to-door, not theoretical times over high-speed freeways.)

Materials

1. 125,000 book titles with at least 50,000 acquired within past ten years
2. 10,000 reference titles in non-circulating collection
3. Not less than 10,000 titles currently added per year
4. 1,000 periodical subscriptions, with three-quarters held in back files or on microfilm for ten years or more
5. 10,000 sound recordings, with at least 1,500 added per year
6. At least 500 educational films for use in the area
7. A substantial selected collection of current government documents, at least 3,000 U.S. and 1,000 California annually (exclusive of routine legislative bills)

Staff

1. One staff member for each 2,000 persons in the immediate governmental unit — usually a city — in which the area library is located (this staff is for basic library service to the city); if branches are maintained the staff figure per 2,000 persons applies to all local library agencies PLUS

2. One staff member for each 20,000 persons living outside the city but within 30 minutes driving time from the library

Physical Facilities

1. Fifty square feet of building space per 100 persons in city in which library is located (in addition to space in branches and affiliated libraries) PLUS
2. Five square feet per 100 population living outside the city but within 30 minutes driving time from the library

Financial Support

\$5.00 per capita based on the central city area (for central library and branches) plus additional support for persons living outside the city but within 30 minutes driving time from the library

Standards for Research Library

Materials

1. At least 750,000-1,000,000 titles in the research library
2. 22,000 book titles added each year in the research library
3. Approximately 8,000 periodical and newspaper titles with at least 5,000 held in back files or on microfilm for 20 years or more. Total periodical resources in each region would be substantially larger because of holdings of the research library and the coordinate university and special libraries
4. At least 2,000 educational films for use in the four-county area
5. Complete depository for state government documents and depository for selected federal documents

Staff (Over and above requirements for an area library)

Specialized subject librarians in at least 25-35 fields

Financial Support

State funds to go to the Los Angeles Public Library for serving as reference and research library for the entire metropolitan population.

REQUIREMENTS FOR A COOPERATIVE SYSTEM

Cooperation, although it may be considered a panacea, cannot be successful unless based on a realistic analysis of all the factors and problems involved. Bringing a group of heterogeneous libraries into a system-wide organization is not a simple matter. Such a group cannot have delegated powers from the jurisdictions they represent without a series of interlocking joint powers agreements, as provided in the Government Code.

Fundamental requirements which are basic to a library system include: (1) An organizational structure, (2) financial resources to execute the program, (3) a permanent staff to administer and coordinate the program (4) enriched library resources (5) reciprocal loan privileges (6) a quick communications network (7) a rapid delivery service.

Further details relating to these requirements are listed below.

- I. **AN ORGANIZATIONAL STRUCTURE WHICH WILL PROVIDE SERVICES AT BOTH REGIONAL AND STATE LEVELS.** After the program has been determined there must be an administrative body to put it into action. This group will set standards, establish policies, and provide rules and regulations for the organization, administration, and continuing work of the cooperating group.

Board of Directors

It is suggested that a Board of Directors be organized for the four-county Southern California area following this pattern:

1. At the request of a specified number of chartered institutions, an organizational meeting is called. There should be at least one representative from each member library.
2. The group elects a temporary chairman after which a Board of Directors is elected.
3. The Board of Directors applies to the Public Library Development Board for a charter.

NOTE: It is recommended that members of the system, as evidence of good faith, agree to remain in the system for at least two years. After that time, a 90-day notice should be given in case of proposed withdrawal from the system.

Duties and Responsibilities of the Board of Directors

- Plan and direct a system-wide program or programs with well-defined objectives.

- Outline services, formulate budgets, and secure approval from local governing bodies.
- Enter into a contract with the California Public Library Development Board.
- Request State and Federal Aid for the planned program of service. (The Board of Directors will establish a formula for distributing state aid to those libraries which meet system requirements.)
- Collect and make available information on holdings and personnel resources of libraries in the region.
- Coordinate the collections and services of libraries in the region. Develop collections in specific subject fields with certain libraries assuming responsibility for definite subjects.
- Plan for centralized acquisitions, cataloging, and processing of library materials.
- Develop a communication and transportation network necessary for effective use of materials and resources in the system.
- Provide compensation to libraries for use of collections and services.
- Organize workshops and in-service training sessions to familiarize librarians and other interested persons with library resources, tools, and services of the region.
- Give regular reports to the member libraries and to the California Library Development Board.

II. FINANCIAL RESOURCES TO EXECUTE THE PROGRAM

Certain library materials and services may be more economical in a cooperative enterprise than in individual library operations. The main thing to remember, if libraries are to be improved and services extended, is that financial resources must be provided. Support may be available from several sources:

From each individual community.

From state or federal grants-in-aid.

From other forms of state or federal assistance.

From private grants or endowments, or from foundation funds.

Library Services Act Funds

Since 1956 the Federal Government has provided some funds to the states for public libraries. California has

received a limited sum and, although this has not been a large amount, it has stimulated interest and provided several programs which could not have been undertaken without the financial aid. The Federal Library Services and Construction Act of 1964, with a large increase in the appropriation, holds great promise. A new title provides funds for public library construction and for urban as well as rural regions. The amount of money for California under Title I, Services, is \$1,805,367 and under Title II, Construction \$2,308,865. Stronger and more far-reaching programs for systems can be developed with the aid of large urban libraries. Emphasis will be placed on the organization of systems; on the centralization of cooperative library programs; on plans for recruitment, scholarships, and in-service training; on studies and research projects; and on grants-in-aid programs.

In 1963, the State of California authorized \$850,000 for State aid to public libraries. This is a token amount only, but the hope is for a much larger appropriation in the near future.

State and Federal Financial Aid

Many local communities have reached the saturation point in local taxes. Yet local libraries are inadequate and unable to supply the needs of the residents of the localities. The state of New York had the same problem for many years, but finally has found a solution in assistance from State funds. At the present time well over \$10,000,000 is appropriated annually from State funds for public libraries in New York. This represents approximately a quarter of the total amount used for the total financing of libraries. **Standards for Library Functions at the State Level**, published by the American Library Association, recommends as follows: "The state share in the financing of local public library service should be at least one-third to one-half of the total cost of a sound minimum public library program as set forth in the state plan for library development." It thus seems not unreasonable to expect that eventually in California the total amount appropriated to public libraries from State funds should reach at least 30 percent of the total expended in the State for local library service.

The sizeable increase in federal aid to libraries in 1965 augurs well for more assistance in the future.

Methods of Financing

The method of financing should be determined by each library system:

- Each community may contribute specified amounts; these amounts may be assessed by the governing body and prorated according to the services and

benefits received, or by populations and budgets. The public agency or governing body responsible for the budget should be specified and regular budgetary business procedures should be followed in planning the budget and accounting for the expenditures.

- Communities may request and receive funds from the State and Federal public library development and construction programs. These funds may be in the form of establishment grants or per capita funds. Details and regulations of the State and Federal legislation should be checked before specific plans are made.

It is readily apparent that the funds in the State aid program are limited, but, if California follows the pattern set by New York, Pennsylvania, and Maryland, the financial situation will improve in the near future.

- Other forms of assistance may be found. One which holds current and immediate promise is the poverty program.

In undertaking any improved service it is only realistic to anticipate the need for a sound financial structure and for increased funds.

III. A PERMANENT STAFF TO ADMINISTER AND COORDINATE THE PROGRAM

In addition to a Regional Board of Directors, a four-county system should have a headquarters unit with an executive director and staff, and a central reference library.

The system staff could assist local librarians in the following ways:

1. Coordinate the programs and services of all the libraries in the system.
2. Offer the local librarian advisory services for increasing the efficiency of library operations and improving services to readers,
3. Issue news releases about the system,
4. Conduct workshops,
5. Assist with in-service training,
6. Handle the business aspects of purchasing and processing books.

The recommendations of the system staff will be advisory only; decisions affecting member libraries will be made by the libraries themselves.

IV. ENRICHED LIBRARY RESOURCES

An extensive collections of books and other library materials will be needed in a library system. Provision will have to be made for the needs and interests of students, professional people, scientists, research workers and the "man on the street." Items needed will include:

1. Books, current and historical, extensive in level and thorough in depth of coverage,
2. Audio-visual materials,
3. Backfiles of periodicals.

A coordinated program will be necessary to see that all significant subjects are covered by at least one library in the system network. This should be ensured by the plan for an area library in each region and research library service beyond the area service.

V. RECIPROCAL LOAN PRIVILEGES

The single greatest benefit which may result from library cooperation is full loan privileges. Libraries, in compliance with the legal requirements of their governmental jurisdictions, should establish unrestricted reciprocal loan privileges among the participating libraries. Loan privileges will not apply to library materials which do not normally circulate.

VI. A QUICK COMMUNICATIONS NETWORK

A quick means of communication is necessary to expedite reference requests and interlibrary loans. Teletype is a satisfactory device in use in several established library systems. There is promise of further automated development which may be of value to libraries in the field of communications.

VII. A RAPID DELIVERY SERVICE

After materials have been located in a system, immediate delivery to the user is important. Subsequent quick return to the library after the user has finished with the materials is also vital. The library system may wish to purchase a truck for this purpose, or a rental service may be preferred. The president of one Los Angeles trucking firm says that he could provide daily delivery service within the four-county Southern California area at a cost of \$1,000 a month.

LEGAL BASIS FOR COOPERATIVE SYSTEM

Several Southern California libraries have had reciprocal services with each other for a number of years. Legal arrangements can be made for agreements

for reciprocal services between cities or between a city and a county. This is possible under a Joint Exercise of Powers Agreement.

Recently a proposal to establish unrestricted reciprocal service between the City and County of Los Angeles was endorsed by both library systems. The new agreement will replace the "spot" reciprocity which has existed on an informal basis between the two library systems for a number of years. The patrons of either library will be granted all the privileges of each system, without payment of fees.

It is recommended that libraries throughout the four-county metropolitan area in this study establish reciprocal services under a Joint exercise of Powers agreement as provided beginning Section 6500 of the Government Code of the State of California.

A summary of laws relating to public libraries in California has been compiled for the State Library Survey by Dr. David Shirley, Associate Professor of Public Administration, University of Southern California. Libraries have great freedom to start, stop, or contract for services, according to Shirley. His statement follows:

LIBRARY LAW IN CALIFORNIA

"As reflected in the Public Library Development Act of 1963 (27111) local control and autonomy have been the primary considerations in the development of library law in the State. There is no other governmental function which can be assumed by such a variety of forms of government nor any other in which there is greater freedom to start, stop or contract out the service. This variety is so great that any effort to operationalize a total systems approach to the library needs of the State is certain to fly in the face of one tradition and legal form or another.

GOVERNMENTAL FORMS

"Local government law in California has generally followed the philosophy that the citizens should have a wide variety of forms of government from which to choose. This philosophy is given explicit expression in the County Service Area Law:

'The residents and property owners of such areas are entitled to have made available to them reasonable alternative methods of providing or securing the extended services they require and to choose among the alternatives a method best suited to their local circumstances.

'It is the purpose of this chapter to provide an additional alternative method for the furnishing of extended governmental services . . . (25210.1)

"The code provides for both general law and home rule cities and counties, for a long list of single function and multi-function special districts, and in most cases specifically provides for the development of contractual arrangements for services of other jurisdictions. Library law follows this pattern; the Education Code provides that local free public library services may be provided by five different types of governmental units: the county, the city, a single purpose special district, a multi-purpose district, and school districts. Contractual arrangements are authorized for all five forms; as a special case, library services may be provided under a Joint Powers Agreement, and special service areas and zones may be established within counties for the purpose of providing special library facilities and services. The permissiveness and the number of options provided under the law is so great that it is difficult to imagine any proposal encountering severe legal complications.

"On the negative side, this extremely permissive state law has permitted the formation of too many small and highly specialized governmental jurisdictions. It is reasonable to assume that libraries have suffered the same fate. Once established, a library develops its own governing body, its own staff, and its own clientele; it develops vested interests. Change will be politically, not legally, difficult. Within a more definitive area, public education, the same basic situation, has developed in California and many other states; change has been and continues to be made slowly with the development of union schools and unified districts. This has been accomplished with the help of rather substantial monetary carrots in the form of grants-in-aid."

Further discussion of the legal and governmental bases for a library system will be found in Appendix I under the title, "The Legal and Governmental Bases for a Southern California Regional System of Public Libraries," by Henry Reining, Jr., Dean of the School of Public Administration, University of Southern California.

SERVICES WHICH A SYSTEM CAN PROVIDE

After the system has been established and the basic requirements met it is recommended that the following be provided as first priority services.

FIRST PRIORITY SERVICES

1. A Universal Borrower's Card

It is recommended that a uniform borrowing card be issued to all residents of the area served by the system. This simple identification card carrying the name of the issuing library should carry the information that the card will be honored by any member library in the library system.

2. Interlibrary Loans

Interlibrary loans cut down on duplication of holdings, release funds spent on duplicate titles for other additional orders, make possible the sharing of books which many libraries cannot afford to buy, and offer economy in money spent on library materials, as well as the economy of not having to order, catalog and process them; in addition, there is an additional saving in not having each library handle and provide shelf or storage space for them. A quick communications system and a rapid delivery service will greatly facilitate and expedite interlibrary loans. And photocopy services should be a further aid to economy of interlibrary loan operations.

Regulations should be established regarding interlibrary loan services; a community library should meet minimum standards, otherwise inequities will occur if a community library relies on interlibrary loans instead of local resources. Cost studies of the actual expense of interlibrary loan service are needed in order to determine a realistic fee for the service.

3. Photocopying Service

Almost all libraries have photocopying equipment and coin-operated machines are available for general patron use. Photocopying service is an inexpensive method for reproducing journal articles and portions of books. In the case of interlibrary loans it is reasonable to expect member libraries to pay for the service. (It is important that copyright laws be observed in the use of the photocopy privilege.)

4. A Coordinated and Centralized Acquisitions Program

A centralized program for acquisitions of library materials should obtain larger discounts from jobbers and lower costs on materials, services, and order procedures. A coordinated program for the purchase of expensive

materials is a further economy in that procedures can be evolved for avoiding duplication of expensive but seldom-used materials which may be shared throughout the region. The system should safeguard the freedom of choice of individual libraries who do not wish to participate in this plan; there may be exceptions or partial participation in the over-all plan.

5. A Centralized Cataloging and Processing Center

As a part of this survey, a study was made by Dr. Maurice Tauber, Melvil Dewey Professor of Library Science, Columbia University, concerning the potential for centralized technical processing in public libraries for the four-county area. Tauber recommends a single automated processing center for the four counties in Southern California. The premise is that cooperative technical processing centers provide prompt service at lower cost to participating libraries. The saving in cost and time is emphasized in a centralized processing system where automated procedures are used from the moment synchronized selection has been made by the individual librarian.[†] The prospect of a national program for producing cataloging data in machine-readable form should be given careful consideration before plans are developed for any new cataloging or processing centers. Small or medium-sized centers may soon prove to be costly and outmoded. The high response to the questionnaire submitted indicates a realization on the part of the librarians of the potential advantages of such a centralized processing service.

Dr. Tauber's more detailed statement of recommendations for implementing a Centralized Technical Processing Center are given in Appendix I.

6. Various Union Lists (Journals, Serials, Other)

Union lists and lists of special subject collections are important aids in answering reference questions, making interlibrary loans, and developing coordinated acquisitions programs. There are important subject collections in public, special, and university libraries in Southern California. Union lists of local history or of Californiana should be helpful. These lists are useful in channeling inquiries to the proper source.

7. Preparation of Bibliographic Lists

Users of libraries, particularly students and persons engaged in research, often need assistance in the preparation of bibliographies. In most libraries the staff is not large enough to perform these services, but in a regional center it seems feasible for the service to be offered by the Area Library or the Research Library. It is recommended that policies be determined, requests screened by the reference librarian, and perhaps a schedule of charges established for the preparation of bibliographic lists.

8. Literature Searches

Following the compilation of bibliographies is the search to locate the materials and gain access to them. Skilled librarians, using speedy means of communication and delivery, can make these available to the user in a brief time. Special libraries which serve business firms often need literature searches. Fees could be set for these services.

9. In-Service Training Programs for Library Staff

On-the-job training is important for persons who do not have a professional library education. Courses, workshops, and other training programs are helpful to them. In-service training is also recommended for graduate librarians through institutes, workshops, formal courses, and other educational methods.

10. Research

It is recommended that continuous study be made by library staff members or by persons employed for particular assignments, into ways of giving better library service, of cost studies, library-user patterns and library technology.

11. Addition of New Electronic and Mechanical Equipment

The use of new technological devices should be applied whenever feasible in libraries. There have been revolutionary changes within the last 20 years. Much of the new data processing equipment has direct relevance to library work and continuing study should be made of

[†]The Los Angeles City Library figures are not included in the cataloging figures in Tauber's report. Since the City Library will be the public library research facility for Southern California, the cataloging may have to be of a more detailed nature and raises the question as to the effects a centralized service would have on the library's operations. This will require a detailed study of the physical facilities, personnel, and the problem of specialized materials.

new developments which are applicable. At this time, due to the great cost involved, the digital computer does not seem feasible for libraries except in the following categories: (1) Circulation, order, and serials work. Experimentation is currently being done in these areas by the Los Angeles (City) Public Library; (2) the preparation of book catalogs, union lists, and special bibliographies; (3) the maintenance of catalogs; (4) application in certain routine administrative work. A more complete discussion of this subject is found in Appendix I, under the title "A Digital Computer in the Library System," by William H. Mitchel, Director, Computer Sciences Laboratory, University of Southern California, and William R. Larson, Project Director, Youth Studies Center, University of Southern California.

SECOND PRIORITY SERVICES

After a system has determined its first priority services, it should turn to those which seem next in importance.

1. Exchange of Duplicate Books

Books which have been duplicated in numbers which are no longer needed, or which are not useful in a library's current collection may be useful to other libraries. Each library should make a list of books available as gifts or exchanges and distribute the lists regionally as well as state-wide.

2. Aid to Libraries in Systematic Withdrawal or Disposal of Books

It is recommended that library consultants be asked to advise librarians about withdrawing and disposing of little-used library materials. Few libraries have a systematic plan for discarding little-used items; a plan for withdrawal is almost as important as one for the addition of books.

3. Storage Facilities

Plans must be made for the disposal or storage of books after they have been withdrawn from a collection. A central storage warehouse is one answer; more compact storage within individual libraries is another. Certain infrequently-used new books may be placed in storage; certain types of materials, such as back issues of serials may be made available through miniaturization and the regular copy placed in storage. Due to cost and to many other problems involved, this report does not recommend a storage center for early consideration.

4. Review Room Displaying Scientific, Technical and Other Expensive or Special Interest Books

Librarians often do not buy expensive books unless they can see them; in other cases, they buy books which are not useful through book catalogs. Current scientific, technical, or special interest books maintained in a non-circulating collection in a central review room would be helpful to librarians in their decisions about buying or not buying. If no library has space for a display room, a bookmobile might serve the same purpose and could make stops at libraries wishing to have this service. The costs of stocking a review room should be borne by publishers.

5. Rotating Collections

Rotating collections of books of a particular type such as art books, foreign language books, science books, or expensive books which all libraries could not afford, might be circulated to member libraries for specified loan periods. This service is especially recommended for the rural sections of Riverside and San Bernardino Counties. Through these changing collections libraries can offer readers a better selection of special interest materials than would be possible if all books had to be bought. The rotating collections also allow librarians to check the popularity of unusual books with their readers.

LAUNCHING THE PROGRAM

Although a plan may be devised for the entire four-county system, it seems reasonable to develop it in phased steps. A skeletal program is suggested below, as phase one. Activities during the first year may be devoted to the over-all plan and to the establishment of a central regional office. A director and at least one professional assistant and one secretary seem minimal. The director and the assistant will be responsible for planning and developing programs as they work with regional librarians and give in-service training to library staffs.

COSTS

System Office

The cost for staff will probably include salaries for a director who is a librarian, another professional librarian and for a secretary. In addition to staff the budget should include items for rent, office equipment, office supplies, telephone, and travel with the cost for regional office for the first year being approximately \$45,000.

Services

Cost for services will include a rapid communications system; according to estimates, teletype will probably be around \$34,000, including installation costs. Rapid delivery service can be provided, according to one trucking firm for \$1,000 a month.

(Annual Estimate)	
Teletype	\$34,000
Rapid delivery service-\$1,000 per month	12,000
Total	\$46,000

Bibliographic Center

The cost for a Bibliographic Center is estimated to be \$30,000. This cost figure is based on the assumption that the Bibliographic Center will be located in a library which is already well established and has many of the materials which are required for such a service.

Services at the Los Angeles Public Library

The services of three additional reference librarians at the Los Angeles Public Library is estimated at \$36,000. These librarians will coordinate services, compile union lists, and answer reference requests. One of the librarians should be appointed to coordinate reference services. Additions to the book collections at the Los Angeles Public Library, including costs of acquiring and cataloging are estimated at \$75,000.

Los Angeles Public Library-First Year

Salaries of 3 librarians	\$ 36,000
Additions to book collections	75,000
Total	\$111,000

SUMMARY OF COSTS, FIRST YEAR

System office	\$ 45,000
Teletype	34,000
Rapid delivery service	12,000
Bibliographic Center	30,000
Los Angeles Public Library	111,000
Total	\$232,000

If the 60 libraries in the four counties enter the proposed cooperative system immediately, under present state aid law the system would be eligible to receive an establishment grant of \$600,000 (for each of the first two years) and a per capita grant of \$1,440,000 (at 16 cents per capita for approximately nine million people). It is true that the present limited financing of the California

Public Library Development Act would not permit such a large allocation. However, public acceptance of the plan outlined in this report might help influence legislative action to increase the total amount of state aid made available to public libraries.

State Allocations to Regional Funds

Establishment grants to system libraries (estimated)	\$600,000
Per capita grants	1,440,000
Total	\$2,040,000

SUMMARY

Population Characteristics and Economic Trends

The population growth in the four-county area around Los Angeles has been and will continue to be phenomenal; growth has been at the rate of 1000 a day. The four-county area contains 48 percent of the entire population of the State of California. The projected age indicates an increase in a younger age group, under 24 years old. Approximately half of the students attending schools in California are also in the four-county area; by 1980, 40 percent of the population will be in school and the school population will be making greater demands on libraries. Plans should be made now to prepare for future needs.

The Los Angeles area is the nation's second largest market and leads in many diversified economic fields. And Southern California can pay for good library service! Projected personal income for Southern California is higher than for the nation as a whole; it is predicted that personal income will double in Southern California by 1980. This promising projection and other socio-economic facts should be considered in plans which are made for library systems.

Status of Libraries in Southern California

Public libraries are giving good service with limited resources but many of them fail to meet even minimum standards; they are subject to constant pressures from: (1) high school, college and university students who are unable to obtain materials in their own academic libraries (2) from persons engaged in adult education (3) and from scientists, scholars, and research workers who need highly specialized materials.

Libraries have not developed as fast as the population in Southern California. The growth of knowledge, the

burgeoning population, the improved educational level of the people and their demands on libraries make it virtually impossible for an independent community library to meet the needs of the library users.

A cooperative library system can provide better services for readers and more efficient and effective operations for libraries.

RECOMMENDATIONS

The following recommendations are made to implement the findings of this study:

1. Cooperation among various types of libraries:

It is recommended that the library resources in Southern California be strengthened and coordinated and that this be brought about by library leaders in the various kinds of libraries. It is suggested that they meet, organize, and work out cooperative working relationships among these types of libraries: public, college, and university, public school, and special or technical libraries.

Obtaining access to the collections of university and special libraries will open new resources to students, and to professional and research people.

2. System of libraries

It is recommended that the public libraries in Southern California cooperate in a system of libraries for two purposes:

- To improve the quality of library service;
- To extend services to all residents in the area

Twelve area libraries have been suggested for the four-county Southern California region.

3. Areas and levels of service

Three levels of service are recommended: (1) Community Library level to meet the most frequent needs of library users, (2) Area Library level to supplement the community library and provide a high level of reference and bibliographical service, (3) Research Library level to supply the highly specialized needs of scholars, scientists and research persons.

4. Standards for three levels of service

It is recommended that libraries work towards achieving the standards set forth in this report and that they do so at the earliest possible date.

5. Bibliographical Center

It is recommended that a Bibliographical Center be established in Southern California.

6. Subject specialists

It is recommended that more use be made of the services of subject specialists in the area and research libraries.

7. Data processing

It is recommended that funds be allocated for research into the possible uses and application of data processing equipment and new technology to library needs. It is possible that libraries may make much more extensive use of this technology in the near future.

8. Research

It is recommended that libraries undertake various research projects which may result in better libraries and more extensive use of libraries in the future.

9. Fundamental Requirements

The plan recommended for Southern California lists seven fundamental requirements for a successful library system.

● An organizational structure which will include:

An administrative body to plan and execute the program;

A permanent staff to administer and coordinate the program;

- Financial resources to execute the program.
- Enriched library resources.
- Reciprocal loan privileges.
- A quick communications network.
- A rapid delivery service.

10. Priority Services

After the system has been established it is recommended that the following services be provided:

First priority services

- (1) A universal borrower's card
- (2) Interlibrary loans
- (3) Photocopying service

- (4) A centralized and coordinated acquisitions program
- (5) A centralized processing and cataloging center
- (6) Various union lists
- (7) Preparation of bibliographic lists
- (8) Literature searches
- (9) In-service training programs
- (10) New electronic and mechanical equipment

Second priority services

- (1) Exchange of duplicate books
 - (2) Aid in systematic withdrawal of books
 - (3) Plans for storage facilities
 - (4) A review room for displaying expensive or "special interest" books
 - (5) Rotating collections
11. It is recommended that the plan proposed in this report be put into action and, at the end of a year, that it be reviewed, evaluated and continued or changed, at that time.

CONCLUSION

The growth potential for the public library is enormous, but the realization of this potential is by no means assured. There will be competition from other forms of cultural, informational and recreational services. The library will require more ample resources and larger and more professionally specialized staff if it is to provide a superior program of service.

Southern California must decide whether or not it has the intent, as well as the desire, to support public libraries. The question, however, is neither one of basic desire or intent, both of which have been demonstrated. Rather it is one of how our willingness can be matched by ability to underwrite the mounting costs. Libraries are a very important part of the educational and development program of the state and the problem cannot be avoided by ignoring it. Working together, the people of California can have SUPERIOR LIBRARIES.

WORKING TOGETHER FOR QUALITY LIBRARIES

As has been indicated earlier, an exploding population, coupled with soaring school enrollments, rising costs, and increasing demands for more and better library resources have finally challenged even the resources of the wealthy state of California. Either quality of library services or the quantity of people served must be diminished, unless additional funds are provided.

APPENDIX I

COOPERATIVE PROJECTS AND RELATED INFORMATION

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THE LEGAL AND GOVERNMENTAL BASES FOR A SOUTHERN CALIFORNIA REGIONAL SYSTEM OF PUBLIC LIBRARIES

by
Henry Reining, Jr., Dean
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University of Southern California

Mention has been made several times so far in this report that there are 60 public libraries in the four counties under survey. The simplicity of this statistic may be misleading.

If we think of a library as a building with books, records, films, information and a staff in it, then there are several hundred libraries in these four counties. The Los Angeles (City) Public Library is itself a system of seven regional and 54 branch libraries; Los Angeles County Library, eight regions and 53 branches; Orange County, Riverside County and San Bernardino County each has many system, city, and school libraries. In addition, a number of other cities have one or more branches, as well. Therefore, simply as a statistic, the Los Angeles-Orange-Riverside-San Bernardino Counties contain hundreds of libraries.

The public libraries vary in the population each serves, as well; nine serve populations of over 100,000 each; 12, 50,000 to 100,000; 12, 25,000 to 50,000; 13, 10,000 to 25,000 and ten serve less than 10,000 population each. The variety of needs and resources is apparent from these statistics.

Furthermore, the "60" public libraries of the four counties work in an environment including 65 institutions of higher learning, plus 30 junior colleges, 96 special libraries large enough to be listed in this survey, and 2,200 elementary and high schools. Since the universities, colleges and schools are traffic-generating and at the same time resource institutions for the public libraries, as are the special libraries, all are tied together in the four-county library problem.

In addition, these libraries function in a complex environment of governmental jurisdictions. Los Angeles County for example, contains in addition to the County Government itself, 75 incorporated cities, 100 school districts and several hundred special districts. The other counties are similarly complicated as to governmental jurisdictions although on a smaller scale.

More than mere complication is, of course, at issue. These jurisdictions tend to be competitive as to budgets and tax resources, especially since so many of these are so heavily reliant on the property tax, and as to official and public attention and concern. It would be foolhardy, also, to ignore the strong feeling of local pride which surrounds each public library in its own locale.

At the same time, the sheer complexity of the governmental situation in Southern California tends to obscure jurisdictional lines — indeed of necessity, to lead to the ignoring of jurisdictional differences — and, to accentuate service needs that

are common to the area. Such "common cause" is further enhanced by the high level of professional devotion on the part of library staffs in the region.

Any recommendation to improve the quality and to extend the effectiveness of public library sources in this four-county region — and it is one marketing area — will have to take all of these factors into account.

a. Voluntary: It must be a free-will system which any and all community libraries may join or refrain from joining, so as to preserve local control.

b. Regional System: It must be of a scale geographically to match the marketing area and the shopping habits and the travel orbits of the population.

c. Central Resources: It must be a plan to add sufficient accessibility for the reader, and sufficient resources and back-stopping for the libraries to make the battle to join worth while to each community library.

d. Outside Financing: It must not add more burdens upon an already overburdened property tax locally.

e. Unity: Given the already existing complexity, it must be a scheme that will coordinate rather than further divide or diversify the existing regional situation and that will be a single rather than a multiple solution.

f. Flexibility: Finally, and perhaps least important, the scheme should be such as to permit future additions if deemed desirable. Ventura County communities, and perhaps Santa Barbara, Inyo and Mono may wish to join later. If these additions are not contemplated at the present, it would be wise planning to make the arrangement such as not to preclude the possibility.

It is with these criteria in mind that a voluntary association of libraries is recommended, on a four-county basis to start with, with a strong center related to enough area-centers to provide readily accessible services to readers.

Given the situation just described, is a regional library scheme possible, legally and governmentally? Fortunately for the Los Angeles area the answer on both counts is in the affirmative. The legal powers are at hand; the size and complexity of governmental jurisdictions and relationships practically dictate such a scheme.

The political question as to whether the "60" libraries will actually join is a separate one, the answer to which is also in the affirmative, in the opinion of the consultants.

PUBLIC LIBRARY LAW OF CALIFORNIA

State legislation permits quite a variety of ways in which public libraries may be organized, but fortunately also permits all sorts of relationships among governmental jurisdictions, such permissions have helped ameliorate the variety.

There are eight different ways to organize a public library under the laws of California, as will be illustrated from actual practice, below. In terms of autonomy, a continuum of legal possibilities might be sketched, with one pole occupied by the library which is a separate self-governing jurisdiction (separate, elected library board - separate tax rate - autonomous administration), and the opposite pole occupied by the library which is a department of city government (no board - librarian as department head - general fund financing - subject to a city manager and the city council), and with a number of positions in between these two poles.[†]

The governmental base of most of the 60 libraries of the four counties is the city. There are 40 city libraries; this is the mode; this is the typical public library, so to speak.

However, there is a full spectrum of the possible governmental bases mentioned above. Most of the variations from the mode relate to the County Library and some, to the school districts. Each county has its own library, although one is consolidated with the chief city in the County; Riverside City and County have the same administration and the same librarian. Two counties are affiliated with and give some service to public libraries of the cities within their boundaries; Riverside and San Bernardino. Seven public libraries are organized as special districts, headed by elective library boards, or are combined with elective boards to govern co-terminous school districts as well.

Amelioration for this variety of governmental forms is provided by legislation which permits all kinds of inter-relationships among governmental jurisdictions in California:

- purchase of service
- contracts for service
- reciprocal service arrangements
- joint exercise of powers
- consolidation of jurisdictions
- consolidation of districts
- extra-territorial jurisdiction

As a matter of fact, it is not necessary to step outside the public library field to illustrate the level of possibilities as to inter-governmental relationships, as detailed below.

And, such legal provisions and permissions have been well exercised in Southern California - everything from the very extensive scheme of Los Angeles County contracts to provide all kinds of municipal services to the cities of the County, to the State-County-City collaboration which makes the Los Angeles Coliseum a reality as a Joint Exercise of Powers creation, built by the county on land belonging to the State and operated by the City of Los Angeles.

RELATIONSHIPS AMONG PUBLIC LIBRARIES

There are all kinds of inter-relationships already existent among the 60 public libraries covered in this survey.

I. Consolidation, e.g., merging of libraries and staffs, e.g., Riverside City and County; e.g., use of a common governing board as between a library district and a school district.

II. Partial library service, by purchase, e.g., San Marino buys its library cards from Pasadena Library, as does Sierra Madre; by contract, for example, nine cities use the Santa Ana Library storage center; Fullerton Public Library contracts with the City School District to give bookmobile service to outlying sections of the City; Azusa has a cataloging agreement with Pomona; by reciprocity, which is an exchange of services rather than a payment of money: interlibrary loan, for example.

III. Complete library services; e.g., by contract, Los Angeles County Library provides for the City of Torrance, etc.

IV. Reciprocity is also a general arrangement by means of which libraries in effect exchange with each other as to borrowers and services to borrowers, but in kind and without money changing hands. Los Angeles (City) Public Library and Los Angeles County Library have recently executed a general reciprocity agreement as between all their libraries and their citizens.

Finally there already is a significant Joint Powers Agreement active among Southern California libraries. This is the "Southern California Film Circuit Commission," which runs two film circuits with 12 libraries each contracting for the service at the rates of \$500 for one and \$600 for the other, per year.

As stated, the possibilities for mutual help and cooperation are quite clear, legally and governmentally. Also, such mutual help has been an established practice among the 60 libraries under survey, in all kinds of forms and relationships. Reciprocal services are already established. A widespread contract system is established. Joint Exercise of Powers agreements are already in force. It is quite clear that there is no such thing as an independent, self-sufficient library anymore; there is variation as to degree of dependency, correlated with size, but there is no longer such a thing as a self-sufficient library, no matter how large.

A FOUR-COUNTY REGIONAL LIBRARY SYSTEM RECOMMENDED

Is the recommendation of a voluntary four-county library system containing 12 area centers, a common research center, a companion audio-visual center, with perhaps a technical processing center - is this recommendation politically feasible? First the recommendation should be made clear. There would be established a four-county structure, utilizing a Joint Powers Agreement. The "stock holders" of this new voluntary association would be as many of the 60 libraries as cared to join up. Each would designate one representative to the Southern California Regional Library Council, which would be

[†]Municipal libraries are authorized by California State Education Code of 1961, 27301-27455; county libraries by 27151-27251; unified school district libraries by 28001-28652.

conveners of the Library System. Beyond initiation, the functions of the Library Council would be two: planning and evaluation of System's service and election of a Board of Directors for the System.†

The Board of Directors would set the policy for the enterprise and be held responsible for it. It would appoint a professional staff to make the system operational and to function thereafter as a central headquarters and a clearing house for the system.

As indicated above, the Regional System staff will probably require two professional persons and a secretary, for a start, plus rental, materials, supplies and miscellaneous. One of the professionals should be director. The director should be a person of proven administrative capacity, given the complex task of coordinating a multifarious program with numerous library-members.

It should not be necessary to have any system-machinery other than the Regional Council, Board of Directors and staff. Each of 12 area-center libraries will relate directly with each community library which it serves; coordination should not be a problem at this level. Ad hoc group meetings of the librarians concerned should be able to handle any special problems that may occur from time to time.

It should be made clear that in the name of unity, there should be only one "membership" in the Regional Library System. A community library should not be able to add itself to an area-center grouping and not to the Regional Council, or avail itself of the Regional Center and not of an area-center library. This should be the case because, in action, the whole regional system will be of one piece, the Regional Center supporting the areas, the area-centers backstopping the community libraries.

Also if the System as a whole is to be operationally feasible, a period of time must be specified for minimum membership. It is recommended that this be two years initially, with a 90-day notice necessary for termination of membership thereafter. In that way the time will be available to get the System organized and operating and to give the staff some assurance of initial stability.

Certainly, no library should be permitted to join which does not open itself up to a general reciprocity agreement and which does not meet minimum standards of library service. These two criteria of 1) reciprocity and 2) meeting minimum standards should be absolute.

There may have to be a price to admission also. That price might be in kind — a library agreeing to serve as an area-center in exchange for services by the Regional Center, as it were; or a community library assuring responsibility to establish a particular subject-matter holding on a specialized basis. That price of admission may possibly have to be in money, if inadequate State Aid is forthcoming, but such money payments might well keep out communities that are already taxed to the hilt.††

The procedure whereby this System might get started is described elsewhere in this Report and need not be repeated here. It should be added however, that this Regional System should be started from the top, not the bottom. In other words, the 20 libraries responsible for this Survey should invite all the others to a meeting, and as a first step organize the Regional Library Council. The organization of the area-center-groupings should be a next step, after the Board of Directors of the Council officially designates the libraries which will act as area-centers. After that designation, each community library which has joined the System can elect the area-center to which it wishes to look for that relationship. Permitting the area-center groupings to start first might make the start of the Regional System difficult or delay it inordinately.

It is an axiom of political science that each government function should be organized as to form, scope and scale in terms of its technological imperatives, provided popular control is maintained. The technological imperatives of a satisfactory level of library service are clear. These are best indicated by the sole existence of LAPL — the only possible research library in the whole region. The region should therefore be built around it, as the "librarians' and researchers' library". The "readers' library" needs are for a larger number of centers. If one-half-hour's travel is accepted as the limit, the 12 area-center libraries, each with five or six other libraries "attached", should serve the need nicely. Furthermore, by maintaining the public libraries under local control and making the regional system membership completely voluntary, the criterion of popular control is well met.

"WILL THEY JOIN?"

There seems no reason to fear that these 60 libraries of Southern California will be reluctant to join the Regional System. Even without any other inducements, the opportunity to gain a higher level and fuller library service for its residents should be an irresistible opportunity to any community

†It may prove wise to express qualifications for membership on the Council and on the Board of Directors at this time. It is hoped that the majority of both will be active library heads. Given the number of "stock holders" the Board should probably not be too small. Given the complexity of the governmental jurisdictions involved, the Board should not be considered as parochial or representative in nature, i.e., as representing cities or counties, or the area-centered groupings, but as a unity, a general governing body elected to serve the totality, and not any part or parts of the four-county scheme. By the same token, the number of members on the Board of Directors should never be permitted to equal the number of area-center groupings of libraries within the Regional System, else the temptation may prove too great to match within the Regional System, each area-center with a director on the Board. Finally, given the active nature of the responsibility of the Board (as contrasted to the Council, for example), it should not be so large as to inhibit prompt decisions. Seven seems an appropriate number.

††Due to differences in tax resources, the burden of library service on the property tax varies all the way from a few cents to over 30 in different places in Southern California. State Aid is the major hope to extricate the public libraries from this depressed condition. Even if State Aid is put on an equalization basis, it will at least help those libraries already heavily burdened as to the property tax.

library. Reciprocity and meeting minimum library standards should not be hurdles. Even small Systems entrance fees such as 10¢ per capita (for those jurisdictions able to pay) should be no serious hindrance. For example, it could be argued that LAPL and LACO library could afford to give Regional Center Services free just to secure, for their residents, the benefits of access to any library in the four counties, free and unfettered, especially since the City is such a monstrosity in shape and size, and the County is so vast and so riddled with municipal incorporations. The same gains from general reciprocity could be demonstrated for all the other cities and counties, but not to the same extent, except for increased quality of service and for access to vastly deepened resources. The only exceptions for whom there would be questionable benefits from general reciprocity would be the few isolated desert communities in Riverside and San Bernardino Counties. Even these exceptions will gain from area and regional center backstopping in the form of interlibrary loans, audio-visuals, catalogues, reference and research services. . .to mention only a few.

THE PROBLEM OF FINANCING THE REGIONAL SYSTEM

This report has already spoken much as to finances. Perhaps a note as to procedure should be added. If at all possible, the State Aid whether in the form of Establishment Grants or Per Capita Aid, should be paid to the Regional Council so as to permit as well-rationalized a system as possible. This is the same as saying that the Region should be treated by the State as a single system, in so far as money payments are concerned.

The Board of Directors, then, can on behalf of the Regional Library Council of Southern California, reimburse the member libraries which turn out to be carrying a disproportionate share as a result of the four-county reciprocity arrangement, remunerate the area-centers for their extra-efforts, and pay the central expenses. It is to be recommended that such reimbursement be done without attempting to set up meticulous (and expensive) cost accounting. Gross measures should be utilized, and exchange of service and payment in kind rather than money. Such financial procedures would also help main-

tain the voluntary self-help nature of the whole enterprise and still allow for central coordination and special services.

"OUT OF THE CELLAR?"

In an article not too long ago, one of the country's leading scholars of public finance proved from nationally collected statistics on government expenditures that the money spent on the public library was always at the bottom of the list.[†] It was invariably the lowest regular expenditure item.

Unfortunately, the desire to keep libraries "out of politics" . . . and therefore under a separate district government, or autonomous board of commissioners. . . , the desire to assure the library an adequate revenue. . . and therefore give it a separate tax rate of its own. . . , the local pride in "our own library" which has led to fierce resistance to any "higher controls," even when labeled "assistance". . . ; the professional dignity and decorum of the "lady-librarian" — which has frowned on aggressive tactics, including fighting for a budget! — unfortunately, all these tendencies combined have put the public library in the cellar of the house of government.

Yet, as indicated elsewhere in this report, the explosion of knowledge and the ever-increasing number of "brains-industries" — not to mention increased leisure and heightened levels of the public's expectation of recreational services — cry aloud for better library service. This is especially true in Southern California where the "brains" factories are concentrated. Why should every new electronics factory, every new consulting organization, every new data processing concern have to set up its own library? Why that duplication of great expense, albeit private? Why cannot the public library be lifted out of the cellar and given the facilities modern needs require of it?

One suspects that if Southern California business and industry — especially those of the highly intellectual variety — fully understood the public library problem, and potential for them, they would not long tolerate the present situation. In brief, the Southern California Regional Library System is to be recommended not only to solve current problems, but as a step necessary to solving public library problems of the future.

[†]Simon E. Leland, "Financial Support of Local Government Services," *The Library Quarterly*, XXXIII (January, 1963), pp. 14-44.

**SOUTHERN CALIFORNIA LIBRARY STUDY:
Centralized Technical Processing**

Experiments in the centralization of technical processes have been tried in several ways. The two major methods for handling the centralized ordering, cataloging processing of library materials are (1) a group of libraries enter a cooperative agreement for centralized services which may be performed in one of the member libraries or in a separate center built or rented for this purpose; (2) a commercial firm contracts for the services and does the work on their own premises.

The greatest value of centralized technical processing is the saving of staff time in participating libraries, freeing staff members from time-consuming tasks and releasing them for work with the public and for other improvements in service. Some librarians have been critical of the system, with complaint that there is delay in receiving books. As in the beginning stage of any new system, there are problems to be solved, but enough libraries have had satisfactory service to justify the consideration of a centralized acquisitions and processing center in Southern California. Economy of time, money, and energy, coupled with more efficient service are the objectives. M.B.

SOUTHERN CALIFORNIA LIBRARY STUDY: Centralized Technical Processing

by
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It is recommended that a Center for Technical Processing be established for the libraries in the four counties of Southern California to handle the acquisition of books and possibly Federal and California documents, in addition to performing cataloging and classification operations. It will be necessary to decide whether the Center should be a separate establishment or incorporated as a part of one or more of the larger libraries.

ACQUISITIONS

A schedule for the circulation of lists of books to participating libraries should be set up and direct relationships with publishers and jobbers should be established. It is recommended that selected Federal and California documents be included among the materials which the Center acquires on a routine basis for non-depository participating libraries. College catalogs, audio-visual materials and periodicals should be considered for central acquisition.

CATALOGING AND CLASSIFICATION

It is recommended that the Center follow ALA Cataloging Rules for Author and Title Entries and that the place of publication in the imprint be included for all books. The cataloging of serials should follow ALA and LC procedures with simplification with the first issue as an open entry. Monographic works in series should be cataloged as separates but with a series card.

Subject headings assigned on Library of Congress printed cards should be used and the LC List of Subject Headings should be followed for books for which there are no printed cards. "See" references, but not "see also" references, should be included. The services of the LC Dewey Decimal Section should be used with no exceptions. Author letters, rather than Cutter numbers, should be assigned to the classified titles.

BOOK CATALOGS

Book catalogs should be considered for the libraries in Southern California, and decisions as to the type of book catalog chosen should be made only after consideration of costs and operations involved over a ten-year period.

BOOK PROCESSING

Book pockets should be placed in the front of books. Call numbers should be typewritten on adhesive labels affixed to the book spine and shellacked. Plastic book jackets should be placed on all new fiction and on selected heavily-used

titles. The Center should maintain a collection of ownership rubber stamps for all participating libraries and each book should be stamped on the top edge. Bookplates will not be used by the Center, but book cards will be prepared at the Center for all books.

UNION CATALOGS

A Union Catalog of Southern California libraries should be developed to further cooperation among these libraries, but should be considered in conjunction with the continuing growth of the Union Catalog of the State library.

A more detailed statement of recommendations for implementing a Centralized Technical Processing Center follows.

DETAILED STATEMENT OF RECOMMENDATIONS

In order to develop a statement concerning the potential for centralized technical processing in public libraries of four Southern California counties, a questionnaire was prepared covering the area of acquisitions, cataloging, classification, card reproduction and book catalogs, book processing and a union catalog. (Exhibit I) Representatives of 45 of the 61 libraries to which questionnaires were sent responded, and all but three of these completed the questionnaire, at least in part. A detailed tabulation of the responses is appended to this chapter (Exhibits II a. and b.) Though large and small libraries are accounted equally in the tabulation, the discussion and recommendations which follow are based on the responses to the questionnaires in relation to the number of volumes in the collection, the rate of growth of the collection, budget of the library, personnel, population served, and present cooperative arrangements in the area.

ACQUISITIONS

Technical processing centers are developed to save both time and money for the participating libraries. Synchronized selection of books and materials through the scheduled checking of published guides is a means by which the effectiveness of the center in serving the individual libraries can be increased.

Center to Acquire Books

Of the 40 libraries responding to the question concerning the desirability of having the processing center acquire books and other materials, 31 supported this approach. Representatives of only five libraries indicated that they did not wish to participate in a centralized acquisition program. In other centralized processing systems, it has been found that the

failure to include acquisitions resulted in higher unit costs of processing and longer delays in the work. The saving in cost and time is emphasized in centralized processing systems where automated procedures are used from the moment selection has been made.

Scheduled Selection of Books and Other Materials

Of the 39 responses by libraries to questions relating to selection of materials, 33 supported the scheduled checking of center-suggested published guides. The Book Buyer's Guide, Library Journal, the American Book Publishing Record, Publishers' Weekly, and the Kirkus Service have been used by other centers. The guides used for each center should reflect a consensus of the participating libraries. Synchronized selection provides a basis for more prompt service at lower unit cost.

Speed of Service

Technical processing centers are established on the premise that cooperative plans provide prompt service at lower cost to participating libraries. The average time-period required for the acquisition of books in the 33 libraries responding to this question in the questionnaire varied considerably. The range was from one day to four months with one month as the average for all libraries. With a carefully coordinated selection program, cooperative processing systems can expedite acquisitions and provide equally good speed of service.

Special Problems

Among the various problems which were singled out by the respondents to the questionnaire were several which would normally be taken care of in the systematic organization of procedures. These involve such things as delays in deliveries from dealers, accounting, agreement on jobbers, standing orders, and legal complications. As a matter of course, the Center would take responsibility for finding mistakes in acquisitions. There should be no difficulty in arriving at proper rates and in formulating generally agreed upon rules of procedure.

CATALOGING

Cataloging practices vary from one library to another. It is possible, however, to arrive at mutually agreed upon practice for centralized processing centers.

Form of Main Entry

The representatives of 38 libraries responded to the question relating to the form of the main entry. Thirty-seven of these responses were in agreement with the practice of entering fiction according to title page form and non-fiction according to the ALA Cataloging Rules for Author and Title Entries.

Cataloging of Fiction

Twenty-two representatives of libraries objected to the stopping of cataloging of mysteries, science fiction, and westerns, though 15 had no objection. Twenty-seven of 38 libraries indicated that the Center should prepare cards for titles of books in the categories of mysteries, science fiction, and westerns.

Imprint

Thirty-five of 38 respondents objected to the omission of place of publication in the imprint for titles published in the United States. Presumably these responses reflect an awareness of borrowers' requirements as well as the attitudes of librarians.

Cataloging of Serials

There was general agreement that the cataloging of serials should follow American Library Association and Library of Congress procedures, with simplifications. Of the 39 libraries responding to this question, 36 supported the procedure, and the remaining three questioned what simplifications were to be instituted. The simplifications in practice recommended are those which eliminate lengthy histories of the titles, and such items as detailed imprints and editor notes.

The cataloging of serials by the Center from the first issue as an open entry was agreed to by 34 libraries; three respondents had questions, which were not specified, and only one objected.

Sixteen libraries agreed to cataloging serials as monographic works; 15 disagreed, and six representatives of libraries had questions.

Other Materials

In response to the question as to what materials the Center might acquire centrally on a routine basis, 13 representatives of libraries listed State and Federal Documents. It should here be recognized that four of the libraries, included in the total number of libraries to which questionnaires were sent, are depositories for government documents. Other materials for central acquisition which were listed by one or two libraries in each instance were films, phonograph records, visual-aid materials, periodicals, and college catalogs. If the participating libraries were in agreement, such materials could be acquired by the Center on a routine basis, and would be sent to the libraries after processing.

Cross-References

The variation in practice in the use of cross references was apparent from the responses to the questions in this area. "See" references supplied by the Center are supported by 23 of 40 respondents; "see also" references by 11 of 39. Thirty-nine of the libraries responding to this question presently include "see also" references in their catalogs, though eight of these include only "a few." One library used no "see also" references. However, 31 libraries would take responsibility for the cross references for their own libraries if they were members of the cooperative technical processing center.

CLASSIFICATION

It has been generally recognized that there are decided advantages in the use of the centralized services of the Library of Congress Dewey Decimal Section by technical processing centers for the classification of books. Of 40 libraries responding to this question, 37 supported the use of this centralized service. Thirty-three libraries accepted the policy of no exceptions to Center-designated classification, though six representatives considered that exceptions should be made.

Comments on Centralized Classification Service

Though the consensus was that there should be centralized classification service using the Library of Congress Dewey Decimal Section assignments for book classification, representatives of several libraries had convictions in this regard which are of interest and which are a part of the consideration essential in establishing policies and procedures for a cooperative center. Five respondents referred to the question of the use of Cutter numbers; two of these projected the view that Cutter numbers should be used, while one preferred to have such numbers omitted; the other two respondents referred to the fact that a decision would have to be made in this regard. The variations in the handling of biographies, juvenile and young people's books, and Californiana from one library to the next was mentioned by several of the respondents. One respondent emphasized the desirability of extended classification, and another commented that the processing center catalogers should keep in mind the needs of the small and medium-sized libraries. The special needs for development of the classification in the area of California history were pointed out by one respondent.

A centralized service for the classification of books and other materials must represent a consensus of the views of the participating libraries, and each comment extended in the questionnaire is considered in the recommendations extended for the centralized technical processing project of the Southern California area.

CARD REPRODUCTION

Though most libraries use typewriters for the reproduction of cards, several of the larger libraries have instituted methods utilizing one of many reproduction devices. The typewriter was used by 21 of the 29 libraries giving response to this question, while five libraries mimeographed duplicate cards, two used offset multilith, and one library availed itself of the Microfilm Company of Southern California. It is obvious that centralized technical processing can save considerable time and expense through the use of newly-developed card reproduction devices.

BOOK CATALOGS

The use of the card catalog as the form of access to the collection in libraries in the United States has been rather widely adopted. Technological advances have centered attention on the possibility of extending the use of book catalogs. With the present-day emphasis on utility and the increasing concern over the development of better service to the public, the philosophy of librarians in this regard to the card catalog has changed and consideration is being given to the many advantages of the book catalog both from the standpoint of the library and the public which it serves.

Representatives of 23 libraries indicated that they had no objection to book catalogs, whereas 13 stated that they would object. Of the libraries indicating no objection to book catalogs, three questioned whether it would be economically feasible. Three of the representatives objecting to book catalogs stated that they preferred to retain the card catalog for their own library collection.

Type of Book Catalog Preferred

This question was not answered by many of the respondents. Four of 13 libraries giving answers indicated preference for a book catalog similar to the one used in Los Angeles County, two suggested book catalogs like those produced by Econolist,[†] and three preferred loose-leaf book catalogs. Three representatives of libraries stated that if produced, the book catalogs for the fiction, adult, and juvenile collections should be separate. One respondent suggested that the book catalog have the author and title together, but the subject catalog separate.

Usefulness of the Book Catalog

With the recognition of the fact that a number of the representatives responding to the questionnaire might be less well acquainted with the nature and use of book catalogs, the questionnaire was framed to include the question, "To you, does it seem that the book catalog would have no use other than supplementing your card catalog?" Representatives of 28 libraries responded to this question, and the answers were equally divided. Among the comments were statements of the advantages of having a book catalog of the holdings of the main library in branch libraries, the use of the book catalog for regional cooperation, and the possible use of public library book catalogs to promote cooperation with industry. Here again, it is possible that the lack of response indicates that the representatives of the libraries were not generally aware of the potentialities of use of book catalogs either in individual libraries or on a regional basis.

BOOK PROCESSING

Thirty-seven libraries were represented in the answer to questions relating to the processing of books. The wide variation of practice in the processing of books was to be expected. Obviously the practice of an individual library depends on many factors, including the charging system which is in operation in the individual library. The discussion of responses to the questionnaire submitted to each of the libraries, therefore, is not based on the total number of libraries, and should be considered accordingly.

Book Pockets

The information volunteered by representatives of libraries in this instance reflects differences in the interpretation of the question. Ten libraries, only, indicated the location of the book pocket in the book; nine of the respondents stated that the practice in their library was to place the book pocket in the front of the book. Except where photographic charging was used in the library, in which case the pocket was placed on the fly leaf in front, the pocket was affixed to the inside of the front cover. In ten libraries, the book pocket carries the author, title, class number, and copy number. In one of these libraries, the price is also listed. Only 11 of the 37 libraries supplying statements with regard to book pockets gave information as to what was included on the pocket, however. The pockets of the books in one of these libraries carried only the accession number of the book. Most libraries typed whatever information was included on the pocket; a few libraries extending information about the machines used for

[†]The Los Angeles County Public Library Book Catalog and the Econolist Catalog are the same product.

preparing the book pockets used mimeograph or multilith; one library used Gaylord pockets with the imprint of the library; and one library used addressograph plates, though there was no information given as to what information was included on the pocket.

Labeling

In many libraries, books are lettered manually with a stylus; 18 of 37 libraries giving information on the method by which call numbers were placed on the spine used this method. Three of the 37 libraries used an electric stylus and ten libraries typed the information on adhesive labels.

Book Jackets

The 37 libraries supplying answers relating to book jackets used plastic book jackets for at least some of the books in the collection. Plastic book jackets are not used on juvenile books in some libraries, nor are they used on reference books. Some libraries place plastic jackets only on those books which have dust covers. A representative of one library stated that the "blurb" from the dust cover was pasted inside the back fly leaf of the book, and the biographical data were clipped and filed in the reference department.

MARKS OF OWNERSHIP

The practice with respect to the use of ownership stamps on public library books is constant only in that all libraries stamp the name of the library on the book. The place in which this ownership mark appears ranges from the title page, to the fly leaf, to any or all edges of the book, to the back page, and to arbitrarily selected pages in each book. Ten of the 32 responses designating placement of the ownership stamp indicated that only one ownership mark was stamped in the book. In one library, books were stamped with the library name in six separate locations. It has been said that the individual who will steal a book will steal the book no matter how conspicuously it is marked.

Book Plates

Two of the 34 responding libraries use no book plates at all. The remaining use them in gift and in memorial books and, in a few instances, for special collections.

Charging Systems

Forty libraries are represented in the following accounting of charging systems currently in use in the libraries to which questionnaires were sent. In three cases, two different systems were used in branches so that the discussion here includes 43 cases. In general, the system in operation reflects the size of the collection, the circulation, and the staff in each library, since each of these factors was undoubtedly considered in the selection of a system. Manual systems are in use in six of the libraries represented; three libraries use systems specially devised for their particular circumstance; Brodac is used by three of the libraries, while Systac is used by one; the Newark system is used in two libraries; Gaylord in nine; Regiscope in four; IBM in two, and photographic transaction (not specified) in two of the libraries.

The charging system selected for any one library depends on the needs of that particular library. Since nearly two dozen charging systems are available commercially, it is apparent

that advantages and disadvantages must be weighed. Conversion from one system to another always entails considerable expense. It is fortunate that standardization of systems is not vital to the success of programs of library cooperation.

Uniform Charging System for Southern California Libraries

Representatives of 27 libraries considered that the charging systems in the libraries joining the cooperative program should be uniform. Eight considered that uniform charging systems would not be necessary, while three were undecided. In any cooperative venture, decisions must be made to provide uniformity in many regards. Insofar as charging systems are concerned, there are several systems which can be operated when books are processed using uniform procedures. One of the major factors in the choice of a charging system is the size of the collection. It should be pointed out that the size of the libraries included in the present consideration ranges from 7,500 volumes to 2,250,000. Because conversion from one charging system to another is costly and time consuming, procedures for centralized technical processing of books should be selected to permit the use of one of several charging systems.

RECOMMENDATIONS

The high response to the questionnaire submitted to the libraries in the four counties in Southern California is an indication of the realization on the part of representatives of these libraries of the potential advantages of a centralized technical processing system. It is apparent that the wide variation in size and services of these libraries, as well as the variation in systems and procedures from one library to the next, account for some of the differences in opinions expressed. Notwithstanding differences in opinion in minor areas, it is recommended that a Center for Technical Processing be established. To be most effective, this center should handle the acquisition of books, and possibly Federal and California documents, in addition to performing cataloging and classifying operations.

ACQUISITIONS - In order to assure prompt service by the center, a schedule for the circulation of lists of books to participating libraries should be set up and direct relationships with publishers and jobbers should be established. With acquisition operations carried out on schedule, it should be possible for the Center to supply processed books to libraries in Southern California in a time period which is at least equal to the average time required for acquisition and processing operations in the individual libraries.

It is recommended that selected Federal and California documents be among the materials which the Center acquires on a routine basis for nondepository participating libraries. A consensus as to the desirability of central acquisition of college catalogs, audio-visual materials, and periodicals should be arrived at. It is probable that a number of these materials should be considered for centralized processing by the Center.

It appears that the logical location for the Center is the Los Angeles County Library, which has had wide experience in this type of service. If the Los Angeles County Library can handle only a part of this service, then one or more other centers in the region should be established. These centers might well be located in the Orange County Public Library and the San Bernardino County Public Library.

CATALOGING — It is recommended that non-fiction cataloging follow the ALA Cataloging Rules for Author and Title Entries and that the place of publication in the imprint be included for all books, whether published in the United States or not. The cataloging of serials should follow ALA and LC procedures with simplification, with the first issue as an open entry. Fiction should be cataloged according to the title page and cards should be prepared for mysteries, science fiction, and westerns.

It is recommended that the Center use the subject heading assigned on Library of Congress printed cards, and use the LC List of Subject Headings for books for which there are no printed cards. The cataloging operations of the Center should extend to the inclusion of "see" references on the cards, but "see also" references should not be attempted.

It is recommended that monographic works in series be cataloged as separates, with a series card on which holdings may be recorded by the individual library.

CLASSIFICATION OF BOOKS AND ASSIGNMENT OF BOOK NUMBERS — The technical Processing Center for Southern California should utilize the services of the LC Dewey Decimal Section for book classification with no exceptions. Since the libraries will have varying problems in shelf-listing, it is recommended that only author letters, rather than Cutter numbers, be assigned to the classified titles.

UNION CATALOG — Immediate attention should be directed toward the development of a Union Catalog for Southern California Libraries. This activity should be coordinated with the activities of the State Library. The possible extension and publication of the State Library's Union Catalog may make it uneconomical to establish a separate Union Catalog in Southern California.

BOOK CATALOGS — There is no question but that book catalogs for the libraries in Southern California should be considered. There are questions as to the type of catalog which should be adopted and the procedures by which the project should be accomplished. Inasmuch as the information available at present is not sufficient to make specific recommendations, it is necessary to reserve judgment until problems are further clarified.

BOOK PROCESSING. Book Pockets — In general, the information concerning the placement of book pockets indicates that more libraries follow the practice of locating them in the front of the book. In order to establish a uniform practice by the processing center it is, therefore, recommended that book pockets be placed on the fly leaf in the front of the volume. The following information should appear on the book pocket: author, title (underlined), call number, and copy number.

Labeling — For greatest efficiency, it is recommended that the Center use the latest equipment available for typing call numbers on labels to be affixed to the spine of books, later

to be shellacked. The use of this process has been found effective in regard both to appearance and durability of the labels and the processing time is considerably less than that required for traditional methods.

Book Jackets — Plastic book jackets will be placed on all new fiction books and on those biographies, new non-fiction, and children's books selected by the Center as heavily-used titles.

Marks of Ownership — The Center will maintain a collection of ownership rubber stamps for all participating libraries. Each book will be stamped on the top edge. This practice will facilitate sorting of books in the Center.

Bookplates — Bookplates will not be used by the Center. It is suggested that individual libraries may wish to continue present practice in the use of bookplates for in memoriam books, gifts, and special collections.

Charging Systems — A variety of charging systems is in use in the libraries studied. Though there would be certain advantages in establishing uniformity in charging systems for all participating libraries, conversion of the various charging systems in use to a designated system is not recommended at the present. There are several charging systems which can be operated when books are processed using uniform procedures. Conversion from one charging system to another is both costly and time consuming. As indicated earlier, one of the factors on which the selection of a charging system is based is the size of the collection, and the libraries included in the present consideration range in size from 7,500 volumes to 2,250,000 volumes.

Book Cards — The majority of libraries responding to questions on charging systems use systems which involve book cards. Therefore, it is recommended that the Center prepare book cards for all books to include author, title (underlined), call number, and copy number. It is recommended that a notched card be used since this type of card is appropriate for all book card systems and is required for the Gaylord system, used by nine of the libraries indicating the system in use.

UNION CATALOG — Representatives of 36 libraries responded to this question, and indicated that they would send cards regularly to a union catalog, if one were established. Thirty-five of 37 respondents considered that a "Union Catalog of Southern California" libraries might be developed. These responses indicate a general recognition of the advantages of a union catalog. It would appear that such a catalog would be useful in furthering cooperation among the libraries of Southern California. It is expected that the development of this union catalog would be considered in conjunction with the further development of the Union Catalog of the State Library.

EXHIBIT I
SOUTHERN CALIFORNIA LIBRARY STUDY:
QUESTIONNAIRE ON CENTRALIZED TECHNICAL PROCESSING

The following questionnaire has been developed for the purpose of determining the framework for a centralized technical processing project for libraries included in the program of joint cooperative activities among the public libraries of Los Angeles, Orange, Riverside, and San Bernardino Counties of the Southern California Area. In order to prepare a statement for a potential program, it is important to have the observation of the libraries which may participate in such an enterprise. Your cooperation is essential.

Please return the questionnaire to Dr. Maurice F. Tauber, School of Library Service, Columbia University, New York, N.Y. 10027, by January 28.

1. Name of Library

2. Our library is willing to consider participating in centralized processing Yes No.

A. ACQUISITIONS:

1. In the development of the cooperative processing system, it is necessary to have a clear understanding as to whether or not the center would do acquisitions work for the participating libraries as well as cataloging.

a. It is understood that the center would acquire the books (and possible other materials) for the libraries. Support this view Do not support this view

b. If this view is supported, it is understood that the service center would be efficient only if the libraries were willing to check on schedule for selection purposes agreed upon published guides (Kirkus, ABPR, LJ, etc.) Yes No This would have no restriction of purchasing of materials outside of current guides.

c. What is the present average time period for the acquisition of books by your library? (indicate days or weeks) It is assumed that the service center would be just as efficient or more so than the average time for an individual library to acquire titles.

d. Are there any special problems in acquisitions which occur to you that would present problems for your library if you worked through a service center? (Please describe, and use extra space on back page is necessary.)

B. CATALOGING:

1. In respect to form of main entry, it may be desirable to enter fiction according to title page form and non-fiction according to the ALA Cataloging Rules for Author and Title Entries. Would you agree to this procedure? Yes No. If no, please explain why not.

2. In the cataloging of fiction, would you want the center to prepare cards for such titles as the following:

(a) Mysteries. Yes No

(b) Science fiction. Yes No

(c) Westerns. Yes No

(d) Would you object to the stoppage of cataloging of such works? Yes No

3. Do you object to the omission of place of publication in the imprint if the title is published in the United States? Yes No

4. It is expected that the cataloging of serials would follow A.L.A. and L.C. procedures, but that simplification would be introduced where necessary. Do you support this procedure? Yes No. If no, please indicate alternative.

5. Would you like the center to catalog serials from first issue as open entry? Yes No

6. Would you prefer the center to catalog serials as monographic works when possible? Yes No. Comment on this, if you wish.

7. It is expected that the service center may eventually acquire documents or other materials for the participating libraries, if feasible. Please list such materials that you think the center might well acquire centrally for the individual libraries.

8. Would you expect the center to make cross-references for your catalogs?

(a) see references Yes No

(b) see also references Yes No

(c) at the present time, do you have "see also" references in your catalog? Yes No

(d) would you take the responsibility for making your own cross-references if you belonged to the center? Yes No. If no, please explain why you could not do this.

C. CLASSIFICATION:

1. It is expected that the center would use the centralized services of the L.C. Dewey Decimal Center (as indicated by class numbers on L.C. printed cards, etc.) for classification of books. Do you support this approach? Yes No. If no, please explain. An agreement will have to be reached as to expansion beyond the decimal point.
2. It is expected that there would be no exceptions to the classification designated by the center (i.e., no special assignments for any particular library). Do you support this approach? Yes No
3. Please make any comments about classification that occur to you in connection with centralized classification services.

D. CARD REPRODUCTION: BOOK CATALOGS:

1. It is expected that mechanical card reproduction will be available. Do you have any observations to make in this regard?
2. The possibility of book catalogs will be explored, although it is not clear just how these might be used in connection with larger libraries in the group.
 - (a) Would you object to having a book catalog for your collection, if this could be worked out properly for the group? Yes No
If no, please explain.
 - (b) Do you have any suggestions concerning the type of catalog in book form that you might prefer?
 - (c) Do you see that a book catalog would have no use other than supplementing your card catalog? Yes No. You may wish to comment on this.
3. Please indicate your present method of reproducing cards

E. BOOK PROCESSING:

1. Please describe your particular procedures in respect to each of the following:
 - (a) Book pockets
 - (b) Labeling
 - (c) Book jackets
 - (d) Marks of ownership
 - (e) Bookplates
 - (f) Other matters
2. Describe your charging system
3. Would you use a uniform charging system for the group of libraries? Yes No. If no, please explain why not.

F. UNION CATALOG:

1. Do you support the possibility that a union catalog might be developed for the libraries in the Southern California area? Yes No
If no, please comment reason for opposing it.
2. If a union catalog were established, would you send cards regularly? Yes No

G. GENERAL COMMENTS:

It would be most helpful for any group studying this problem to have your free comment about any matter related to the project, and to have your observations on any point not considered in the above series of questions. This is an effort to project a cooperative enterprise, and it is important to have all of your views at this time. We are grateful for your help.

January 14, 1965

EXHIBIT II **TABULAR SUMMARY** **QUESTIONNAIRE ON CENTRALIZED** **TECHNICAL PROCESSING**

No. of libraries to which questionnaire was sent.	.61
No. of libraries responding.	.45
No. of libraries willing to participate in centralized processing.	.32
willing, with reservations.	3
unwilling.	.6
(2 did not complete questionnaire)	
undecided.	.4
(1 did not complete questionnaire)	
(1 completed questionnaire only partially)	

A. ACQUISITIONS

1. Center acquire books

(a) Support view.	.29
(b) Support view if as good as present system.	.2
(c) Support, with reservations.	1
(d) Support in part (too many qualifying conditions).	1
(e) Support for non-fiction only.	1
(f) Do not support view.	5
(g) Do not support, but might be convinced.	1

2. Willing to check on schedule for acquisition purposes

Yes.	.33
No response to question.	6
(questionnaire otherwise complete)	

3. Present average time-period for acquisition of books

4 weeks.	.9
3 weeks.	.3
3 - 4 weeks.	.2
3 - 6 weeks.	.2
2 weeks.	.2
1 day to 4 weeks	
10 days to 2 weeks	
12 days	
13 weeks	
10 days to 3 weeks	
1 day to 2 - 3 weeks	
30 - 60 days	
4 - 5 weeks	
2 weeks to 4 months	
9 weeks	
30 days to 120 days	
20 days	
2 to 4 weeks	
10 days to 2 months	
9 - 10 days	

4. Special problems

(a) Paper-backs through Bro-Dart delays delivery.	1
(b) Accounting problems.	.3
(c) Delay.	.3
(d) Would Center accept returns when mistakes?.	.1
(e) Necessity of effective inter-library loan.	.1

(f) Presently contracting with California State Proc. Center.	1
(g) Agreement on jobbers.	1
(h) How would Cutter number be used?.	.1
(i) Standing orders.	1
(j) Legal complications.	.1

B. CATALOGING

1. Agree to form of entry	Yes.	.37
(fiction according to title page;		
non-fiction, ALA Cat. Rules)	No.	1

2. Cataloging of fiction; center prepare cards for

(a) Mysteries	title only.	1
	Yes.	.26
	No.	.11
(b) Science Fiction	title only.	1
	Yes.	.26
	No.	.10
(c) Westerns	title only.	1
	Yes.	.26
	No.	.10
(d) Object to stopping	Yes.	.22
cataloging of above	No.	.15

3. Object to omission of place of publication	Yes.	3
in imprint for titles published in U.S.	No.	.35

4. Cataloging of serials following ALA and	Yes.	.36
LC procedures with simplification. Support	No.	.3
procedure?		
* What simplifications? ; fear simplifications.		

5. Center catalog serials from first issue	Yes.	.34
as open entry.	No.	1
	Questions.	3

6. Center catalog serials as monographic	Yes.	.16
works when possible.	No.	.15
	Questions.	6

7. Materials center might acquire centrally.		
Also cited by 1 or 2 libraries:	State and Fed. docs.	.13*
	Films	
	Phono records	
	Visual aid materials	
* four libraries are depositories	Periodicals	
	College catalogs	

8. Cross-references for catalog made by center

(a) see references	Yes.	.23
	No.	.17
(b) see also references	Yes.	.11
	No.	.28

(c) see also references in catalog now Yes. 31
A Few. 8
No. 1

(d) take responsibility of making own Yes. 31
cross-references if member of center? No. 6

C. CLASSIFICATION

1. Use centralized service of LC Dewey Yes. 37
Decimal Center for book classification. No. 3
Support?

2. No exceptions to center-designated Yes. 33
classification. Support? No. 6

3. Comments on centralized classification service.

D. CARD REPRODUCTION: BOOK CATALOGS

1. Observations

2. (a) Object to book catalog for collection? Yes. 13
No. 23

(b) Type of book catalog preferred? Similar to L.A. County. 4
Like Ecnolist. 2
Loose leaf. 3
Separate for fiction, adult
and juvenile. 3
Author and title together,
subject separate. . . .1

(c) To library, does it seem book Yes. 14
catalog would have no use other No. 14
than supplementing catalog?

3. Present method of reproducing cards Typewriter. 21
Microfilm Co. S. Col. . 1
Mimeograph. 5
Offset multilith. 2

E. BOOK PROCESSING

1. Procedures*

(a) Book pockets
(b) Labeling
(c) Book jackets
(d) Marks of ownership
(e) Bookplates
(f) Other

2. Charging System

(a) Brodac. 2
(b) Gaylord. 10
(c) Newark. 2
(d) Recordak. 12
(e) Regiscope. 4
(f) Systac. 1
(g) Photocharge
(not designated). .7
(h) Manual. 7
(Signature. . .3)

3. Uniform charging system for group of libraries? Yes. 27
No. 6
Needs dis-
cussion. . .4

* Because of the scattered data, tabulations have
not been made here. See text.

F. UNION CATALOG

1. Union Catalog for Southern California libraries Yes. 35
might be developed. No. 3
(no = rather strengthen California State
Union Catalog)

2. If Union Catalog for Southern California were developed, would
library send cards regularly? Yes. 36
No. 0

A DIGITAL COMPUTER IN THE LIBRARY SYSTEM:

A DISCUSSION

by

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With growing frequency, the need for improved methods of handling information has been discussed in popular and professional literature. The "information explosion," as exemplified by an incredible proliferation of printed matter, has raised serious question as to the utility of continued use of current storage and retrieval methods. Many commentators have suggested digital computers as the means for solution of the dilemma posed by too much information and too few persons to organize the files. Although problems of information processing can be dealt with by computer systems with considerable facility, a number of considerations must be taken into account before one can simply say, "Do it with a computer." This paper suggests some of the problems and considerations specific to the application of computer technology in library management and maintenance. It further assumes that an analysis of library activities (acquisition, cataloging, circulation, storage, user services, etc.) must include the problem of how much reliance is to be placed on promising congeries of electronic equipment in automated storage and retrieval of information. Finally, the discussion is oriented realistically to the problems of an operating system seeking to benefit from shared resources, communication linkages, and related cooperative developments.

The limitations set for the use of the digital computer in a cooperative library system are economic. The essential problem is to select attainable goals from among a great variety of possibilities which the current state of the computer art can supply. Computer technology encourages flights of imagination. There are few more fertile fields in which to conjecture the benefits of computerization which could accrue, were the nation to channel more of its resources into library systems. However, in the spectrum of values held by the citizens of the United States, warfare, welfare, space, health, and transportation have higher priorities than libraries. Indeed, even within the educational system as a whole, it would appear that the library system seldom is able to compete successfully with other demands in the allocation of resources. Another aspect of this same problem is that it is seldom possible to demonstrate clear-cut monetary savings from the use of a computer into any institution's data processing procedures. It would be unreasonable to presume that a library system would prove an exception.

It appears unrealistic, therefore to deal with possible, ideal computer applications for the contemplated library

system or to justify applications on the basis of savings.[†] The basic problem in contemplating the proposed library system is how to develop a priority of needs and goals reasonably related to conceivable sums of money available for computerized solutions.

Four considerations, other than savings, do provide strong justification for use of computers into the contemplated library's operations:

1. Undoubted improvement in library services can be expected from imaginative use of the digital computer as part of a program for coordinating or integrating the library resources and operations of a unified geographic area.
2. Hypothetical savings can be realized by truncating the rising cost of library operations. The number of users, the number of inquiries, the number of books, the number of periodicals, all display a continuing upward trend. The costs of library operation have traditionally been a direct function of such factors. In the absence of different methods of conceiving and handling the workload, the costs of library operation will, therefore, continue upward; or, as an alternative, the level of service will depreciate.
3. Traditional, manual record methods are unequal to the increasingly complex tasks the modern library system faces.
4. Creation of a library system of the extent contemplated by this report is reasonable only if there are means for automating its data processing and the retrieval of its information. The system will require computer assistance if it is to operate as an effective, coordinated organization.

It seems justifiable, therefore, to discuss the character of a possible computerized library system and its related factors. Such a feasible, limited computer system can be contemplated on the basis of three goals:

1. Creation of a system which will provide current information on the inventories of books, periodicals, and other materials held by the member libraries and available to the system.

[†]For an excellent idealization of computer use in library management, see Swanson, D. R., "Design Requirements for a Future Library" in Markuson, Barbara E., Ed., *Libraries and Automation*, Library of Congress, Washington, D. C., 1964, pp. 13-15.

2. Creation of a common source of information about the system's library users, their interests, their requirements, and their needs.
3. Creation of a system to provide information, in detail, about the nature of existing and probable future workload for individual libraries and for the system as a whole.

Assuming that these limited goals do become the program objectives for the proposed library system, it becomes possible to identify at least three conditioning factors. These factors should exercise a major influence on the structure of both the initial computer system and on its incremental expansion.

The first factor is the relationship of computer systems design to precise problem definition. Despite the volume of material amassed for this report, there is little detailed information available with which to define the dimensions of the three goals as they might be defined were there a computer system already in existence. There is no comprehensive current inventory of all materials available in the system. There is little exchange of information about who uses which library. Little is known about why the user fails to secure desired information because the library could not provide him with the necessary resources. Finally, there is a lack of information about specialized user interests in either the member libraries or in the system as a whole, e.g., how many specialized interest groups exist within the system, what are their definitions, where are they located, what is their focus of interest, and how can their needs be used to guide procurement and service policies for a total system?

The current methods and procedures of the existing libraries make it unlikely that the problems of the proposed system can be defined to a level of accuracy required to specify the precise form the automated system should take. One major purpose guiding the design of an initial computer system, therefore, would be the need to develop information which will help improve the quality of the library's operational and policy decision processes. Such a design should also permit more precise definition of the incremental steps to be taken to maximize benefits from whatever level of automation the system can finance. More simply phrased, the initial use of the computer should include processes which will generate information about the nature of a system's problems which, upon definition, can be handled subsequently by a computer. These processes should also be significant factors in continuing improvement of library services using traditional methods.

It is possible to contemplate the initial central computer installation summarizing operational reports for this purpose from data manually prepared by the member libraries on the basis of existing operations. However, such an approach would probably not be an economic use of computer capacities nor an acceptable burden to the individual libraries. A more desirable alternate would be to design a system such that the generation of initial data by system members would be at the point of transaction and as an automatic byproduct. The data so generated would be in proper form for direct input to the computer or could be transcribed centrally into computer usable form by a single operation (keypunch, paper tape punch, or other method). The system's initial information requirements, in this fashion, can become an integral part of both the libraries' routine operations and subsequent input to the computer. An initial computer system designed without reference

to the form of the libraries' manual generation of computer input will prove a costly reporting burden, replete with error and not given to satisfactory use in the cumulative improvement of operations.

A second factor which appears significant for the design of a computer system is the relative proportion of the current budget expended on people and on library materials. At the present time, the average library expends approximately 74.3 percent of its budget on personnel and 14.7 percent on acquisitions. A major objective, therefore, of any computer system should be to maximize the circulation utility of the existing library materials, articulate professional services to users, and relieve routine problems by increasing both individual library and total system inventories. It is difficult to define specific percentages for acquisitions and for personnel. Perhaps a ratio of 40 percent procurement and 60 percent personnel would be a more desirable balance between these two major objects of expenditure. Assuming such a ratio to be the more desirable one, how can it be accomplished? The direction of the solution may lie in rationalization and computerization of the data processing systems required to operate the libraries and the incremented use of the computer in decisional areas, as library policies and procedures are reduced to precise expression. It is also probable that only with an operationally integrated library system, such as proposed by this report, can the new ratio be achieved. A proportionately greater percentage of a total budget expended on acquisitions would assist solution of many of the existing library problems.

A third factor is that the information processing problems of a library system, from a computer installation standpoint, are not substantially different from an inventory system for consumable goods. This is not made to encourage, or, indeed, to engage in discussion as to whether the professional librarian is to be classed with the business manager. Rather, the point is that the mechanistic model required for computerized library data processing has a core of similarity with the computerized inventory model. Further, the investment in computerized inventory systems and programs has produced an enormous heritage of experience for the handling of similar problems. If the analogy is reasonably accurate, and it appears to be, then this heritage can become a valuable reservoir of experience from which to conceptualize areas of application which are relatively untried in library administration but feasible with the availability of the computer.

In an inventory system there are problems of procurement (how much of what to buy?); there are problems of maintaining an inventory balance which will provide the greatest service to consumer demands with the lowest capital investment (e.g., carry a wider range of items, or a narrower range, with multiples of the range of items stocked?); there are problems of verifying the customer's access to the stock (who is authorized to request and receive services?); there are problems of anticipating future workload (what will the demand be for new items and how much "dead" stock can be tolerated?); and there are problems of areas of emphasis when, in theory at least, the customers are defined as "the public." Further, in the consumable goods area, there are levels of trade, or on the governmental side, levels of supply. Not all members of a distribution system will or should stock all items. On some basis, more or less rational, decisions are made as to the items which will be held in a given agency's inventory, and which items will be supplied by referral to another element or level of the system, either specializing in that particular item,

or having a transaction volume which can justify a wider range of items.

Many similar problems exist in a library system. For example, the problem of acquisitions involves considerations of available funds, client demands for materials, extent to which limited capital can be invested in stocking seldom-used or limited-demand items, and evaluating the cost of keeping an item on the shelf as against serving as a re-order agency for the requestor. Finally, there are similarities in keeping accurate records on what is in stock, what has been issued, what should be ordered, what has been ordered, and what is in transit. It would appear that the analogy has sufficient validity to warrant substantial reference by the computer systems designers for this proposed library system.

A further exploration of this analogy is beyond the purpose of this paper. Germane to this discussion, however, is the fact that sophisticated techniques involving statistical, mathematical, and systems devices have been developed which appear to be directly applicable to the work of a library organization. Further, these are solutions often impossible without the use of adequate operational data and a computer. A single example of these techniques applied to library operations may help illustrate the point: it is possible to contemplate a computer system which could optimize periodic, library procurement actions to any proposed level of expenditure. It is also possible to weigh such factors as the specialty interest of that library, probable demand for each contemplated purchase (i.e., number of times the item has been or will be possibly requested), cost of the item, and its possible availability from another library system member. On the basis of these weightier factors, decisions could be recommended by the computer as to which items to purchase for any given total amount as well as alternative procurements to fit any reduced level of expenditures. Further, assuming adequate historical use records, the computer can be programmed to explore whether a member library's clients would be served better by item replication or by extension of the range of the books for that given library or for the library system as a whole.

It is not intended that this brief discussion of computer use and pertinent related factors be exhaustive. What is intended is reinforcement of the idea that before sophisticated computerization of a library system can be achieved, there needs to be greater attention to what the actual problems of the system are and how the computer can be enlisted in both the definition of these problems and in their solutions. Phrased in other terms, the search for ways in which to use the digital computer in cooperative library projects and activities should start not from traditional library processes, but from a fundamentally different statement of the problem. Based on a redefinition of the problems and goals, a computer information system can be designed to further redefine the problems and to use that articulation, in turn, to change and extend the use of the computer system. With the current level of available information and environment, an "ultimate" computer system cannot and should not be attempted.

Two assumptions have been made: first, there are severely limited resources which can be drawn upon by the proposed library system; and, second, there must evolve better statements of what the problems of the system are, their priority, and the objectives to which the limited resources must be addressed. To these two factors a third one may be added: the contemplated library system is a loose confederation of relatively autonomous members. For each of these members, any

reduction of operating independence must be balanced against the advantages of greater resources in books, periodicals, and reference materials; increased savings from pool purchases; and the opportunity to share common information about trends, inventories, and clients. Computerized systems, however, require a high level of rationality and continuing discipline if they are to work. Therefore, the success of any level of computerization for the contemplated system will be a function of the willingness, indeed the dedication, of the individual members to participate in the development of the required computer system's rationale and to be guided and controlled by its dictates. The magnitude of the problem posed by these requirements is obvious. To accept them lightly is to invite contention; to ignore them is to ensure failure.

Assuming that the participating library members find sufficient reward from system affiliation to restructure their local practice to the dictates of the computerized total system, it is possible to consider other parameters of a specific and feasible computerized library system. First, such a system should evolve over a period of not fewer than two and perhaps as many as six years. Second, such a system must start with both a definition of what essential items of data are to be standardized and an outline of the flow of data to and from a central computer location. Third, a set of specific computer processing routines must be defined and approved as initial computer objectives. These routines will relate to master file creation, feed-back reports, and statistical analyses of inventory and operating information about the system and its members. Fourth, there must be widespread discussion and agreement as to the form and extent of the specific information these files will contain. There must also be agreement as to how this information will be forwarded by the library to the central computer facility. The cost of developing a master file is not as great as the cost of its current maintenance. The initial effort to develop the file is seldom retained as the emphasis shifts to routine reporting, unless the computer maintained file is sustained by data generated at the time of transaction and is made an organic part of that transaction. This minimizing of libraries' efforts will require standardized forms and procedures for issuing library memberships, receipt and loss of items, for purchase orders, and for other routine library work. In turn, member libraries should be provided with periodic, printed copies of the centrally maintained master files. The effort to maintain feeder systems to a master file must bear a meaningful relationship to the benefits the master file information provides the member. Several master or centrally maintained system files will be necessary. In addition, master file processing should include provision for centralized preparation of tabulating card operating files for operational use by member libraries.

The first master file to be planned and developed should relate to the library materials available in the entire system coded as to location, type, level of availability, and related information. The goals of such information should be not only to identify each piece of material, but also to establish the limitations which may affect its consideration as a total systems resource. The initial inventory of this material could be handled by keypunch teams working in the individual libraries on the basis of standardized formats and similar processing restraints. Provision for the file, as with all other files to be generated, should also include the development of an interim system between the initial inventory record transfer and subsequent central processing on a routine basis. In the absence of this contingency, the initial central files will reflect neither

current status nor be adequate for institution of the automatic update processing.

The second master file to be designed is that of client users. This file should be developed from the roster of authorized users maintained by the participating libraries. Initially, the creation of the file will require manual assembly of information by each library on the basis of its records. Parallel to the generation of the client master file data, a sub-system can be developed. This sub-system will ensure that each additional user authorization issued or withdrawn will create the information input required by the computer facility for a single updating of the user master record when it has been completely assembled.

The third file would be acquisition records for the library system. This system can be generated as appropriate, i.e., as each library issues a procurement request, a copy of this request should be prepared for use by the central facility to build the acquisition master file. At a point in time, this file can become the source of information about what procurement items are in process of delivery, and to what destination within the entire system. Notice of receipt of the item by a library will be sent to the central facility. This notice will automatically clear the procurement record and augment the central inventory master file.

With these three segments of the information process established, the second step in the evolution of the cooperative system can be approached: the exchange of information to and from the central facility and between members on the basis of data transmission linkages with input stations located in member libraries and tied into the central computer facility. A communication system with elaborate transmitting capacity need not be contemplated initially. Large quantities of information can be transmitted by tabulating cards and moved by messenger or mail. However, for more limited amounts of information, and in which time is an essential element, use of voice-carrier telephone lines to convey digital information is both within economic reach and adequate for service to system members and for central facility needs. Further, this transmission of information need not require feed directly into the computer or require random access capacity at the central facility. While random access capacity will undoubtedly become part of the system at some future time, its cost suggests that limited computer funds can produce a greater benefit to cost ratio if invested initially in sequence processing capacity. Member requests for availability of books and individual user status can be processed daily at the central facility, and replies or transfer instructions issued within 24 hours through the use of sequential processing equipment. The time delay substantially lowers cost.

When the sequential programmed computer system outlined above is operational, it will be possible to redefine the priority and the nature of the library system's problems based on the additional data available to the library system and its members. It will also be feasible to relate priority and system requirements to the economic limitations which will exist at that time. Further, the benefits to individual members, the experience in cooperation, and the insight into difficulties involved

in maintaining computer system's discipline will have developed. In addition, the organic growth of understanding member and central library roles in such a cooperative system will have been experienced. Finally, the basic data pools for the next steps in computer utilization will have been created as well as a working organization for their use.

The absolute price of computers as well as per unit transaction has steadily decreased with component and manufacturing technology. Computers of respectable capacity for the tasks outlined above can be secured in the order of \$5,000 to \$8,000 per month. Environmental costs for operation of the equipment have also been reduced and should not exceed the equivalence of a year's rental, assuming that an adequate, existing structure can be found. The budget required to sustain the central computer organization should be considered as equaling, or exceeding in cost, the monthly rental of the computer. The costs of computerization are substantial and are usually underestimated. Further, the time required to design and "debug" a system such as that contemplated above can easily take two or three years, and perhaps longer if deviations in operational characteristics of the member libraries are great or are found to be relatively intractable to total system requirements. Recruitment of the key personnel can easily consume a year.

It has been assumed that a central computer installation is necessary. There is no definitive way to determine the relative costs of decentralized systems in contrast to the centralized system. However, in terms of the initial volumes, it would appear that a single center with traditional communications to and from each member library would reflect an optimum capacity for the initial, limited budget which appears inevitable for such activity. With greater funds, with maturation of development work in computer utilization, and with greater experience in joint operation, it may well be that additional computers located at some of the library sites will be possible. However, for the initial system effort, the advantages of a centralized installation appear to outweigh other possibilities.

No discussion of the computerization of a library system is complete without reference to the impact of a computer system on the professional librarian. Such a system is more than a mechanical one for the processing of information. It is a social system as well, with a relatively demanding type of participation from the individuals related to it. The advantages of the computer cannot be made available without substantial change in the training and the practice of librarianship. This does not suggest that the existing professional librarians will be displaced by the automated system. To the contrary, it will increase their level of professional activity. But the manner in which that professional activity is carried on will be different. It would appear reasonable, therefore, to include for the proposed system, a plan for the formal training of the professionals. This training should be in the mechanics of the initial system, what is to be involved in subsequent systems, and also what changes will be required in the ways in which their professional work is performed.

RELATED INFORMATION ABOUT LIBRARY SYSTEMS

ACCESSIBILITY

Basic to the activities in a library system is universal access to all of the libraries in the system. Studies should be made of improved ways of accessibility. Because of insufficient data it is not possible to give conclusions about accessibility in this report; however, certain observations can be made.

In considering accessibility it is important to distinguish between accessibility in the practical and in the legal sense. It is also important to consider different levels of service. In a cooperative system, a library user gains access to the best facilities in that system.

A library in a small town may supply the needs of the majority of residents in that area, but it would be impractical for it to purchase expensive materials which would seldom be used. Research materials can be found in only a few of the larger libraries. The important matters are (1) the person needing research information should have legal access to a library which can supply his needs and, (2) there should be convenience of access, in some degree related to the frequency of his needs.

It is recommended that a study be made of the following improvements in accessibility:

Providing additional outlets to ensure better service

Increasing or changing hours libraries are open

Relocating outlets to conform to changing travel patterns

Allowing the privilege of returning books to any library in the system (this should be a great convenience to persons using the central library, which, in the return of a book, often involves a traffic and parking problem). This, however, is a costly service, and should not be undertaken until after further study has been made. In any event, it seems likely that financing will be required if this service is provided. A fee could be required of the borrower who is returning the book or money might be requested through State aid. Frequently scheduled delivery service and a central sorting operation will add greatly to the convenience of users. In Monroe County, New York two trucks provide daily delivery service to all units of the Rochester Public Library and to ten most used suburban libraries.

RECIPROCAL BORROWING PRIVILEGES

Reciprocal borrowing already exists among some of the Southern California libraries. In order to make the library materials of the several libraries in a system available on the same basis, to each of the libraries, it is recommended that reciprocal borrowing privileges be considered by all of the public libraries in the metropolitan four-county area, and that uniform borrowing cards may be a desirable item for the participating libraries. To provide for this each member library may wish to issue its own card to any resident of the system who wishes it. Thus, readers using several libraries will carry

identification cards for each. This will be an inconvenience to the public and an added registration burden for the member libraries. Hence, it is recommended that a uniform borrowing card be provided all residents of the area served by the system. These cards may be issued gradually as local cards expire or libraries may prefer to re-register most of their borrowers within a short period of time. A resident of any library in the system should be able to borrow from any member library or branch, subject to the rules and regulations of the lending library.

The uniform card can be a simple identification card carrying the name of the issuing library. The punched-card type should be used in anticipation of future computer handling. It has been demonstrated in Monroe County, New York, that a system identification card may be used in a system with various charging systems.

In order to check on an overdue book which has been loaned to a reader registered at another library, a library notes the book identification on an overdue notice, fills in the code letter and borrower's number on the form and sends it to the library of the registered borrower. The latter addresses the post card and mails it.

Consideration should be given to the adoption, among the member libraries, of uniform rules and regulations regarding the borrowing and return of books. However, this should not be mandatory. And, although there may be merit in a central alphabetical file of all registered borrowers and in a central file of delinquent borrowers, the system is cumbersome and it seems the better part of wisdom to postpone this consolidation until experience proves a need for it. Perhaps, after a year of operation, a sampling could be taken and a decision made about the central file.

It is proposed that city libraries be reimbursed for service to fringe area residents by their respective county libraries and that this reimbursement be in terms of books, personnel and services. Or, there may be a formula for cash reimbursement to member libraries based upon the extent of use by non-residents. Establishment grants could be used to strengthen community and area libraries.

It has been the experience of other library systems that a system-wide or uniform borrower's card has improved library service. Library patrons who have had to go outside of their local communities for better library service have compared the services with their own and have often taken the initiative in improving their local buildings, collections and services.

Recommendations for Reciprocal Borrowing Privileges

1. The adoption of a uniform borrower's card by all participating libraries.
2. Patron access to books and other library collections of all member libraries in the system.
3. Uniform rules among all libraries for borrowing and returning books.

4. The return of books to any service outlet in the system.
5. Reimbursement to individual libraries for service to fringe area residents. A study should be made to determine the manner and amount of reimbursement to libraries which carry the heaviest loads in library services. State aid money could be allocated to these libraries for these services.

SUGGESTED LENDING PRACTICES

Because the regional or district libraries have or will build good basic collections, these libraries will be expected to supply specialized materials. However, while regional libraries are being strengthened, interlibrary loan requests will continue to be sent to the State Library and to the Los Angeles Public Library. Conditions under which loans may be made should be established. The State of Pennsylvania has a set of rules relating to lending practices which may be useful as a guide to California.

BORROWING PRIVILEGES

Residents of communities which do not provide support for a local library or which might be a part of a system but have not joined should not be entitled to free library service from a system unless the system is willing to provide such service under a plan approved by the Public Library Development Board.

INTERLIBRARY LOANS

One of the most important advantages which a cooperative library system offers is that it makes available to the library user the largest and best library facilities in the system. It has not been uncommon in library systems for interlibrary loans to increase more than 1,000 percent, in the first years of membership in a system.

Interlibrary loans make possible: (1) Universal access, to the materials of many libraries, (2) quick accessibility through the use of fast communication media, (3) economy in acquisitions by decreasing duplication in collections, (4) additional financial savings in not having to process and house duplicate materials.

TWX - A QUICK AND EFFECTIVE MEANS OF COMMUNICATION

In a system designed to expedite systemwide interlibrary loans, and to facilitate requests among member libraries a communication network is a necessity. A teletype network or a teletype-facsimile network could facilitate rapid communication among libraries in Southern California, through the state, and throughout the nation.

If a union catalog is developed for the region, it will contain a complete record of the holdings of the cooperating libraries. In return for an annual subscription fee and the obligation to report holdings these libraries will be able to apply to the union catalog center for locations. The catalog of the State Library is frequently used now for this purpose. Tele-typewriter Exchange Service (hereafter referred to by its abbreviation, TWX) offers advantages for such a program. A TWX message may be likened to a printed telephone conversation. The instrument itself consists of a modified typewriter which prints simultaneously at both ends of a telephone circuit at a rate of approximately 60 words a minute. It offers the advantages of

flexibility - any two parties with the instrument can hold a conversation - and it combines the speed of the telephone with the graphic accuracy of any message sent by mail. Teletype is operated and administered by the Pacific Telephone system.

The present interlibrary loan service by mail frequently requires an average of eight days to locate the desired item, in many cases the length of time is longer and often it means locating the item only, not delivery of the book itself. This time schedule presupposes optimum conditions - no weekends, or holidays, or illnesses. Using TWX, the eight-day period may be reduced to one hour or less.

TWX is less expensive than telephone. This has been proved in New York and Pennsylvania where the service has been installed and used for several years. In a Library Journal article written in 1958 by James D. Mack, Librarian of Lehigh University, he said, "A private-line business telephone in Pennsylvania rents for \$11.25 per month. A teletypewriter (they are all private-line) rents for \$11.00 per month. Again, toll rates for telephones and TWX up to about 100 miles are almost exactly comparable; but for the longer circuits TWX becomes progressively the cheaper of the two. A telephone call from Philadelphia to Denver costs \$2.25; the same call by TWX costs \$1.65." A telephone call person-to-person, from Los Angeles to Sacramento is \$2.25, by TWX it is \$1.05, from Los Angeles to New York City a person-to-person telephone call is \$3.50, the same call by TWX is \$1.75. These rates were in effect in the fall of 1964; if libraries decide to establish a TWX network, they should check the current rates at that time to see whether or not they have changed. Up to this time most subscribers in this country are business and industrial firms; since businessmen are usually very conscious of cost, it may be inferred that TWX is both economical and efficient. The national TWX network is composed of more than 65,000 subscribers, any one of whom may call another subscriber by simply opening his own circuit to the local operator. Librarians in a TWX network could call other librarians or book dealers anywhere in the United States. A directory of all subscribers' code numbers is issued annually.

Not only does TWX have implications for local and national but for international use. As long ago as 1957 the Library of the Technological University in Delft, Holland opened a teletype service from the national technical union catalogue. One of the earliest uses of the Delft installation was in April 1957 when it participated successfully in the telecommunication network established for the Western Reserve Symposium on Systems for Information Retrieval in Cleveland.

Libraries serving the needs of research depend more and more upon resources outside their own collections. The research libraries around the world can be bound by teletype to a network of cooperating institutions. This, combined with new developments in document reproduction, makes the literature of the world available for reference.

Teletype service in New York, Pennsylvania and Northern California has performed the following functions:

1. The location of specific titles for interlibrary loan requests. A library wishing to locate a specific volume broadcasts its needs to all the libraries on the network. Should another library find the book in its collection, it replies that it will send it to the requesting library, by the most expeditious method, perhaps a truck or delivery car if the system has such a service.

2. Titles not owned within the cooperative system may be requested from the State Library, since the local network is compatible with the state's system.
3. Requests for books on a given subject may also be relayed to the State Library. (Location of books by subject, among member libraries, is at present not entirely satisfactory, due to the duplication of effort in searching; however, the development of subject specializations within a system will help minimize the problem.)
4. Direct fast communication may take place between a centralized cataloging and processing center or between libraries and book jobbers.
5. Films may be booked directly by using teletype service from a member library to a headquarters film center.
6. Consultant services in Reference, Young Adult, and Children's Services may be obtained from the Headquarters staff of a system by the use of teletype.
7. Teletype service may be used for other communications of a general administrative nature.

Perhaps cooperative operation by several borrowers within an area is feasible. For example, a university, a state college, and a public library might all use the same teletypewriter.

TWX has been used in Northern California in the North Bay Cooperative Library System since 1960. Instant cooperation, among the ten larger member libraries, is provided by a private line teletypewriter service leased from the Pacific Telephone and Telegraph Company. The libraries may contact each other singly or in any combination; an extension to Sacramento provides communication with the California State Library. This private line service should not be confused with teletypewriter exchange service. The latter is an open line network employing an exchange to route messages from one subscriber to another. According to the published brochure on the service of the North Bay system the six smaller libraries in the system use the teletype service by telephoning to the nearest stations, where the messages are transmitted in the regular manner. An extra teletypewriter in the office of the Coordinating Librarian of the system records all messages sent over the wire. This record is stored for use in measuring and analyzing the service.

The cost in the North Bay Cooperative system has been totaled and the average cost for the ten member libraries has been listed as \$61.57 per month for the basic interlibrary service. The prorated cost of the monitor adds \$3.48. The average cost for the entire service, per library, with the State Library extension included, is \$73.87 per month.

Unit costs are somewhat difficult to compute, but film bookings which consist largely of messages between two points are relatively simple and in a year's experiment in the North Bay system revealed an average unit cost per teletype message as \$.31. The average minimum person-to-person telephone call to and from the same location was \$.75 per person.

A supposition on the part of the Pacific Telephone Company in 1961 was that if teletype use were increased to 50 percent of the leased time with the total fixed cost remaining the same, all unit costs would be cut approximately in half. A record of use in the North Bay Cooperative system was made by the company from April 20 to 24, 1964. It was estimated that there were 350 messages in the four-day period. The use sample showed an increase in use to 51.7 percent of leased

time and it appears that the unit costs have dropped in proportion to the percentage of use increase. The report shows that the 1961 unit costs for books received from the system have decreased from 69 cents to 33 cents, books received from the State Library from 80 cents to 37 cents and films received from the system from 61 cents to 28 cents. If the service were in use 100 percent of the leased time, unit costs would be only one-fourth of the present costs in the North Bay system.

A survey has been made of Private Line Teletypewriter service in the metropolitan area of this study, James J. Wilfers, Communications Consultant for the Pacific Telephone and Telegraph Company, made the study which incorporates approximately 40 members of associated libraries and encompasses Los Angeles, Orange, Riverside and San Bernardino Counties, without respect to geographical boundaries.

The basic equipment to be used at each station would consist of a model 28 send and receive teletypewriter. Mileage is calculated on the basis of the shortest continuous line between the station premises. It is computed at the rate of \$1.1885 per mile for service between 10:00 a.m. and 6:00 p.m., Monday through Friday. Should it be necessary to utilize the circuit during hours other than those stated above, it is possible the rate per mile will vary slightly. An initial installation fee of \$25.000 per machine is charged after which a fixed monthly rate is made. This billing reflects the monthly cost of equipment and mileage charges.

Mr. Wilfers says the suggested circuit configuration which incorporates approximately 40 members and associated libraries in the above counties would have a monthly rate of \$2,719.43 and a one time installation charge of \$1,125.00. However, should it be more desirable, because of transportation rates, to consider geographical boundaries, the following cost will be applicable:

	MONTHLY COST	INSTALLATION CHARGE
Los Angeles	\$ 870.59	\$400.00
Riverside County		
Excluding Palo Verde Valley	768.75	275.00
Including Palo Verde Valley	1,027.25	300.00
San Bernardino County	270.25	125.00
San Bernardino and Riverside Counties	1,328.75	425.00
Orange County	678.50	300.00
Orange and Riverside Counties	1,101.25	600.00

The network for tying together all libraries in the system offers a number of advantages to the proposed inter-regional loan system.

All training required and maintenance on equipment will be arranged for by the Pacific Telephone Company at no additional charge.

After a visit to the new Riverside Public Library where microwave had been installed, the possibility of using this communication system was explored. It was learned that there must be multiple or gross use of the facility to justify the cost. Otherwise, the service is very expensive. The Riverside Library was fortunate in having it put into the new building,

as part of a service to all county departments. It does not seem feasible for the four-county area at this time.

Conclusions

Private line teletype service is a versatile system of communication and is recommended as a rapid and relatively inexpensive method of transmitting information; it provides direct machine to machine connection and eliminates the possibility of the errors of misinterpreted telephone messages. It also provides simultaneous communication to several widely separated points.

It is predicted that the use of teletype will increase greatly in the next few years. In the face of large population increases and the expanded use of libraries, there will be more exchanges of libraries materials and more need for coordination of informational services; teletype will, without doubt, be an important factor in this growth.

COORDINATED ACQUISITIONS

Because of the cost involved libraries frequently do not buy certain expensive or specialized materials which would be valuable additions to their collections. The decision to purchase is usually based on the budget and upon anticipated use. A coordinated program for acquisitions of expensive materials is important in a system of libraries. A committee representing member libraries could make a study of the resources of the libraries, formulate buying and acquisitions policies within the region, and notify other libraries of future purchasing plans. Thus, the system would avoid duplication of expensive items, which, through a cooperative plan, would be available to the users of any member library. This might be further developed into centralized purchasing and centralized processing.

There is very little information on comparative costs of library operation. But greater discounts may be obtained by large orders and in collective book buying it is reasonable to expect that smaller libraries would have at least a ten percent saving. It is possible that the greatest economy in a cooperative library operation would be in the decrease in duplications in collections and in the increase in book availability without comparable increases in costs.

Another benefit of coordinated acquisitions might be in the division of responsibility for acquiring certain types of subject materials.

An example of a need for cooperation in acquisitions of subject materials has been developed by William Woods, a librarian at UCLA, and a PH. D. candidate in the Library School at the University of Southern California. Mr. Woods has made a study and written a paper on "A Program for Cooperative Latin American Serials Acquisitions in Major Southern California Libraries." Rather than undertaking a general survey of Latin American materials, he has confined his study to serials holdings and has further limited it to the holdings

of UCLA, USC and Los Angeles Public Libraries. His yardstick for measurement was Irene Zimmerman's A Guide to Current Latin American Periodicals, a work which is a landmark in the field. Mr. Woods' hypothesis was that Latin American serials collections in major Los Angeles libraries have developed to such a degree that a cooperative acquisitions program is feasible. The study showed a wealth of materials on the subject in the three libraries. UCLA has the largest collection, USC has a collection about 40 percent the size of UCLA and LAPL is the third largest.

The holdings of UCLA provide good coverage, with particularly fine representation from Argentina, Brazil and Mexico and for the South American nations, in general; coverage of Bolivia and Paraguay is not as good and the coverage in Central America and the Caribbean is spotty. The pattern at USC is somewhat similar to that of UCLA; the library is strong in publications from Brazil, Mexico and the United States, but lacks material from Bolivia, Haiti, Paraguay and the Netherlands West Indies.

The Los Angeles Public Library, although it has the smallest collection, has current popular titles not found in the other two libraries. Mr. Woods' paper points out that LAPL has magazines such as Moy and Histonium which would "provide supplementary research sources on current trends in Mexico and Argentina not to be found at UCLA and USC. LAPL's Business and Economics Department has a carefully selected core of important commercial publications which complement the other two collections."

Recommendations are for a cooperative acquisitions program, especially for UCLA and USC. Both are rapidly growing research libraries supporting centers of Latin American studies. A potential cooperative venture would be for one institution to concentrate on publications from the Caribbean and for the other to acquire materials from Central America, since neither have extensive holdings in these areas. Another feasible plan would be the avoidance of duplicating expensive back files, thus freeing funds for other purposes. It would seem that a cooperative serials acquisitions program for LAPL would be in the area of general periodicals and business magazines.

"With increased interest in Latin American studies in Los Angeles, as well as the Universities of California at Riverside and Santa Barbara, some sort of cooperative plan should be undertaken to provide the widest, possible range of research materials for the least expense." †

Mr. Woods has compiled a Union List of Periodicals representing the serials collections for Latin American countries, held by the libraries at UCLA, USC, and LAPL. This is a valuable list and a nucleus for other such lists in various subject fields. Although it is not a definitive study, the plan as outlined in the Woods project might serve as a model for taking an inventory of specialized acquisitions and for a plan of cooperative acquisitions.

†William Robert Woods. "A Program for Cooperative Latin American Serials Acquisitions in Major Southern California Libraries." 1965 (unpublished paper)

BIBLIOGRAPHIC CENTER AND REGIONAL REFERENCE CENTER

In order to coordinate, promote, and extend the cooperative use of library resources in the Southern California metropolitan area a bibliographic center is proposed.

- (1) First, the need for it, as an early or perhaps later priority, should be explored by the librarians in Southern California.
- (2) Whatever plans are developed should be made in conjunction with state wide plans for a bibliographic center or centers.
- (3) It seems possible at a later date, the State Library, either alone or in conjunction with technological developments at the Library of Congress, might make possible a computer-based center in Southern California. In this event, the Los Angeles Public Library seems to be a logical center for such an operation. However, the decision as to location should be left to the Board of Directors of the four-county system.

CONTENT AND FUNCTION. This bibliographic center should contain a large collection of bibliographies, national, trade, and subject, and a union catalog of the member libraries and of other libraries which would expand the service of the union catalog. A union catalog is an expensive undertaking and careful consideration should be given to this project before it is launched. If it develops, the union catalog should be related to and developed in coordination with the State Library's union catalog. It could be used as a by-product of the State's Union Catalog. It is proposed that the union catalog include the holdings of public, college, university, government and special libraries, and when feasible those of school libraries. The bibliographic center should also maintain a basic collection of reference tools. Close relationship should be maintained with the State Library, with institutions located in other states, and with the Library of Congress.

SERVICES. The center should perform the following services: (1) furnish bibliographical reference service to libraries; (2) locate books at any institution (3) arrange interlibrary loans.

Since the center will be established to supplement libraries and not to complete them, requests will be supplied only for books and services not available locally. Small or medium sized libraries will be asked to try first their regional or area libraries. If the request cannot be supplied locally it will be forwarded to the center for more exhaustive search. The center will serve libraries not individuals. Any individual who asks for help will be referred back to his local library. Each request will be screened by a librarian and evaluated to eliminate the trivial and to ascertain that the need is genuine and within the scope of interlibrary loan service. Free loan forms will be supplied to all libraries.

In addition to location and interlibrary loans, the center, in its formative stage, may render reference service to the region, by utilizing photocopy and films.

ORGANIZING THE CENTER. It is suggested that a bibliographic center be organized as a non-profit corporation and that a committee on organization be called with institutions being represented: (1) the Librarian of the Los Angeles (City) Public Library and the other nineteen public libraries which have been engaged in this survey and a representative of a state college (2) the President and Librarian of UCLA and of USC; (3) special librarians from several large special libraries in the area.

A Board of Directors and an Executive Committee should be elected or appointed from this group. The executive committee should meet frequently to plan details for gathering the original collection of bibliographies and a program of service.

STAFF. One of the first needs will be the employment of a small staff to carry out the policies of the Board of Directors and to execute the work of the center.

BEGINNING STAGES. Activities, during the formative stage might be limited to predetermined priorities such as (1) the collection of most needed bibliographies and union lists, (2) the building of certain subject classifications, (3) specialized reference services, (4) the organization of a union catalog, in either card catalog or book catalog form, utilizing data processing machinery.

A bibliographic center, in addition to serving as a clearing house for location of materials and interlibrary loans, can also contribute to regional development in the following ways: (1) encourage division of fields of acquisition by libraries, (2) serve as a coordinating unit for strengthening and filling present subject gaps, (3) aid in diminishing duplication, (4) serve as a check list for discarding and for preservation of last copy materials, (5) be used in connection with a cooperative storage warehouse for little-used materials.

PROBABLE MINIMUM COST. A study of the cost of operating two bibliographic centers, the Pacific Northwest Bibliographic Center and the Union Library Catalog of Philadelphia was made by Albert Lake, in 1961[†]. Based upon the experience of the two centers, the estimated minimum annual operating cost for a Southern California center was \$25,000-\$30,000. Included were items for space, personnel, equipment, and bibliographical services. In view of the rise in cost for other library services during the last five years it seems reasonable to think a minimum cost for such a center for 1966 would be at least \$35,000.

It is suggested that the bibliographic center be financed by state and/or federal money. If this is not possible, one of the following plans suggested by other bibliographical centers and outlined by Margaret Fulmer^{††} might be adopted:

1. Westchester County, New York

Fifty member libraries - public, school, college, special - contribute two percent of their individual book funds, theoretically to the general budget. Membership dues, subscription to the newsletter and the paid advertising therein support the union catalog and other activities.

[†]Albert Lake "Probable Minimum Cost of a Bibliographic Center" *News Notes of California Libraries* LVI, No. 2, pt. 2, (Spring 1961), pp. 248-49.

^{††}Margaret Fulmer "Examples of Some Successful Bibliographical Centers" *News Notes of California Libraries* LVI, No. 2, pt. 2 (Spring 1961), pp. 222-231.

Public libraries which are members of the Westchester Library System may use the union catalog without charge. Others pay an annual subscription.

2. Bibliographical Center for Research, Rocky Mountain Region

Public libraries' fees to be based on a population scale revised by the 1960 census, and an adjustment of the amount for the ranges to be made. College libraries' fees to be set by enrollment, and the scale of ranges revised. Business libraries' fees to be based on an item count, to be classified as "contributing" instead of a flat fee membership, and that this amount be \$2.00 per request, at present.

Non-profit libraries, such as government agencies and state libraries, to be charged on use and ability to pay, perhaps \$1.50 per request.

Miscellaneous libraries, such as individuals, hospital libraries, etc., to pay a minimum fee.

REGIONAL REFERENCE SERVICE

Regional reference service includes the referral of unanswered requests to a larger and more complete library; it also provides for bibliographical identification of needed materials, the location of this material, whether regionally or state-wide, and securing the material by interlibrary loan or by referral of the patron to a library where the material is available.

Reference service has become one of the chief responsibilities of all types of libraries. With increased educational attainment, expanding populations, growth of published knowledge, and the improvement of libraries themselves, the demands for library services have increased greatly. The need for cooperation and coordination of reference services is evident in all types of libraries: public, academic, and special. Elements in regional planning for reference services, involve in addition to traditional retrieval of information, union catalogs, bibliographic centers, cooperative storage and subject specialists personnel.

The justification for improving reference services is not found in the number of persons served but in the importance of the service to the group that does use it and the ultimate value of the service to society in general.

Despite the fact that only a small proportion of library users are directly concerned with reference and research, people, today, have greater need for specialized information than ever before in history. Students in formal education programs, adults in business or industry, leaders in intellectual and cultural circles, scientists and research workers have greater demands than can be met by available library facilities. These elements combined with the well known fact that library use is directly related to educational level, indicate that reference and research use of libraries will continue to increase.

REFERENCE SERVICES

The majority of libraries provide reference services on a middle level. This level of service may be described as that which one might expect from a library of at least 150,000 or perhaps as many as 500,000 non-fiction titles.

The plan could include a regional system with coordinated programs to supplement local library operations. The system reference service could include an interlibrary loan operation, use of a central reference collection, and telephone reference service. The reference collection might include about 20,000 volumes in a service center and another 15,000 volumes divided among several public libraries functioning as area libraries. In such a system items would be circulated from the rental reference collection to member libraries; other items would be provided by teletype and telephone reference service would provide answers for many questions. Other types of reference service could be the preparation of selection guides and organization of rotating collections of certain types of books.

In large part, the systems supported by public funds will have as their principal objective the provision of good middle-level service to individuals who do not have ready access to large collections such as those found only in the largest libraries of the country.

Reports relating to library resources and needs of various states are available. Among these are New York, Ohio, Maine, New Hampshire, Colorado, Pennsylvania, New Jersey, North Carolina and Wisconsin. In these are central tendencies and uniformities of purpose which present a consensus and possible suggestions for direction to California. Currents in these studies indicate:

1. There is increasing concern with providing equal access to materials to all library users.
2. While, in theory, all libraries participate equally, one or more larger libraries are expected to act as lender libraries.
3. Each regional library must have access to other library resources, whether this be within the State or to a library such as the National Library in Washington. No system can be self-sufficient.
4. Interlibrary loan is no longer concerned merely with the unusual title.
5. Speed of communication and delivery are vital to making a system network workable.
6. Tools are needed to control serials on the local level. Through the use of photocopy machines, serials can now be made available without inconvenience to the local owner-library.

The tendency towards larger libraries and centralized services for inter-library loans does not diminish the responsibility of each library to develop and maintain a collection fully adequate for its own basic program. Interlibrary loan by its nature, as an activity brought about by budgeted institutions to cope with factors of need and distance, has accompanying problems. One of these is the fact that the burden of inter-library loans is carried by the larger libraries. The second problem is the practical one involving mechanics of transactions: costs, shipping, use, and insurance. In relation to the first problem, it is a well-known fact that libraries tend to borrow upward, sometimes horizontally but seldom downward. Requests for the specialized or uncommon title go to the large library.

The following generalizations are usually accepted as true:

- Access to library materials is essential to study, teaching, research and to a well informed society.
- No library can attain self-sufficiency.
- Larger libraries cannot expect reciprocity in inter-library lending from smaller libraries.
- The public library today has requests from highly motivated individuals in the fields of business, industry, and the professions.
- Persons who have shorter work-weeks and longer leisure hours are requesting books and other library materials which are not in the collections of most public libraries.
- Academic institutions are faced with rising enrollments, a move away from the text book to individual study and research, and to new programs of study new degrees on the Master's as well as the Ph.D. level. The college student of today requires more material and much of this material is exorbitantly and prohibitively expensive.

Whereas non-residents of a library jurisdiction must pay a fee for books which they take home, they have free access to the most expensive service of the library, reference service.

MEASUREMENT AND EVALUATION OF REFERENCE SERVICE

Reference, as compared with other library activities such as acquisitions, cataloging, and circulation, has been ill defined, little measured, and seldom evaluated.

A harsh fact often noticeable in library reports, is that if it cannot be counted, it does not count. Little space is given in annual reports to reference work. Yet, although not counted, the work of a library is often judged by its reference service. In order to get concrete evidence and factual data it is suggested that libraries establish ways and means of measuring and evaluating reference services. This involves: (1) the organization and performance of reference work (2) an evaluation of reference collections (3) the value of reference service to the users of libraries.

Information needed will include:

1. The extent to which existing services are being used,
2. The needs which are not being met,
3. In what subject areas there is the greatest demand for materials.

Objective data will provide bases for revising estimates of need in areas of finances, materials, personnel, and space. Useful records may include: the number and kinds of requests in the library, telephone requests, student requests, interlibrary loan records, unanswered reference questions and unfulfilled book requests.

American Library Association Standards may be used for guidance.[†]

Library statistics are important and should be prepared and reported in order that administrators, governing boards, appropriating bodies, and surveyors of libraries can measure performance, note trends, and with proper limitations compare the work accomplished and the extent of service among similar libraries.

Data on library performance should be gathered regularly, based on definitions of terms and procedures developed by professional group.

On the other hand, records should be kept only if they serve a clear and useful purpose; for information not needed regularly, spot checks are often suitable.

Public libraries should provide a specific program by which definite information concerning library service be made available to all the people.

STANDARDS FOR REFERENCE WORK

COMMUNITY LIBRARY. ALA standards give requirements for different levels of service: for level 1 the standard is "each library system should provide service to meet the frequent informational and research needs of its community...achievement of this requirement implies both adequate resources and adequate personnel." The small library should provide as much reference service as possible for the local community. Questions requiring specialized aid should be referred to the next appropriate level of service.

AREA LIBRARY. At the next level, (level 2 in this survey), these standards say "the central library or libraries should provide full-time informational service competent to handle inquiries received about general topics, and also those about subjects which are of special importance in the life of the community." Requests requiring intensive reference and highly specialized or research materials should be referred to the research level libraries, the Los Angeles Public Library or the State Library.

RESEARCH LIBRARY. Beyond the area libraries, that is at level 3 in this survey, the ALA Standards say "in each State, facilities should be provided to support and extend the informational and research services in library systems." In order to take advantage of available resources "it should be possible for headquarters units in library systems to forward specialized inquiries which they cannot handle to a State resource center"...the State Library collections should "be organized so as to answer the more exacting requests which are outside the fields of specialization of local library systems" and in addition should itself "refer requests to specialized libraries."

Level 3 libraries, such as the Los Angeles Public Library and university libraries should provide all library services in depth, with intensive reference and searching service in selected subject areas and they should act as liaison between all libraries in the system; hence when a request cannot be answered locally it is referred to a source where more extensive resources are available. (The State Library does not

[†]American Library Association, Public Library Service. Chicago, 1956, p. 16.

qualify, at present, as a research library except in specific fields such as law, government documents and related subjects.)

GUIDELINES FOR REFERENCE SERVICE IN A SYSTEM

In the study made of library holdings in Southern California it was found that several collections were large and extensive, but it was also discovered that the resources of many local libraries are limited, inadequate, and in need of enrichment. Strong area libraries are recommended for Southern California. Each area library should have no less than 150,000 titles selected for reference and informational use. It is hoped that there may be a State book grant program to help area libraries which have less than the required number of titles to reach that figure.

The following guidelines are suggested to systems and central libraries.

Each library system should develop an overall program of reference and information service, including:

- General policies
- Materials
- Personnel
- Financial resources

Program

In applying for funds for the program, a library system should identify informational needs, existing strengths and weaknesses and also the staff, space, and other resources needed to give superior reference service. Adjoining library systems may find it practicable to join in cooperative acquisitions and service programs in order to avoid needless duplication and to meet the needs of the population.

STAFF. As reading, reference, and interlibrary loan demands multiply, it becomes increasingly important to have a staff with superior training and experience. One or more joint system-library staff members will be needed to work part-time in the central library and part-time in the field. This person or persons might be on the system staff or on the central library staff depending on local conditions.

Wheeler and Goldfar have made several recommendations with respect to reference staffing:

...a library with 12 employees should have an organized reference department and service with at least 1 1/2 trained librarians devoted to the reference function...for small libraries with less than five on the staff, one-eighth of the total staff time should be devoted to adult reference service...for staffs of ten to eighty, one-eighth of the total staff time should be assigned to reference. For staffs of eighty or more, one-seventh of the staff should be assigned to adult reference duty...in the informational services...at least 70 to 75 per cent should be professionals.¹

SERVICES AND POLICIES INVOLVED IN REFERENCE WORK

- (1) Each library system should have a written book selection policy which is developed in relation to the program and resources and services of the library. This should cover the selection and maintenance of collections, and should give the scope, specialties, and limitations as well as the policies which govern withdrawals.
- (2) Each library system should develop a sound communications plan among the libraries in the system. Local librarians should be informed about the resources available in the area library and in other libraries in the system. The staff of the area library should know what resources are available in local libraries in order to provide good interlibrary loan service and to develop regional collections and services.
- (3) Each library system and the area library should adopt uniform methods of collecting data for the purpose of evaluating the reference and information program.

STORAGE CENTERS

With the growth of library collections and with the heavy annual withdrawal of little-used books, the question of a storage center arises. The problems and values of storage centers are being currently debated and investigated. A storage center is a difficult and expensive undertaking and there should be specific evidence of need before money is used for this purpose. It is suggested that "compact" storage within individual libraries be investigated as a possible solution to the problem and that a storage center should not be a first priority item in the establishment of a library system in Southern California. Careful thought and documentary supporting data should precede a decision to have a storage center.

In view of the increasing growth rate of published materials, and the record demand for library service, it is becoming more difficult for librarians to perform their functions in a satisfactory manner. The storage problem of library materials alone is becoming an overwhelming problem.

Librarians have attempted to cope with the space problem in various ways: selective and controlled acquisition, the use of devices such as microfilm for reducing the size of materials to be stored, retirement of books, requests for more space, and more effective use of available space.

The conventional plans for storage usually include: (1) The use of one library in an area as a place to store the infrequently used materials of other nearby libraries, or (2) a separate building warehouse, or storage center, preferably centrally located, which is maintained by several libraries on a cooperative basis.

It is readily recognized that almost all large libraries, research libraries in particular, contain a considerable amount

¹Wheeler, Joseph and Goldfar, Herbert. *Practical Administration of Public Libraries*. New York, Harper and Row, 1962, pp. 221-222.

of little-used material despite their participation in cooperative storage centers. Many librarians wish to maintain such material within the individual library, so that it can be retrieved more quickly for the research scholar than it could be from a cooperative storage warehouse.

In view of this desire for maintaining a large number of little-used materials, it seems feasible for librarians to give more consideration to compact storage within their own libraries. This problem is not a new one. It dates back to Melvil Dewey's recommendation of limited shelving by size to accompany his relative location concept.

The term "compact book storage" refers to any storage scheme, of which sizing may be a part, which provides for more books to be stored than would be expected under usual subject classifications, such as the Dewey Decimal or Library of Congress classifications, with a constant shelf height. Compact book storage may be achieved in several ways: by placing all or selected new acquisitions in compact storage, by moving selected books from standard to compact storage within the same library, and by placing all books in compact storage. From the viewpoint of management the problem is one of inventory management and control. The cost of storage is a basic factor. A reduction in such a cost on a unit basis is desirable provided related library services are not impaired.

Compact book storage is only a partial answer to the problem of storing information, but it is recommended that consideration be given to a study of related problems such as: relationships between classification systems, usage, growth, storage procedures, book sizes, total size of the collection, the size distribution of the collection, and shelf and stack constraints.

A dissertation written at Purdue University by Julius Grady Cox, *Optimum Storage of Library Material*, proves that quantitative models can be developed which permit a detailed study of library shelf space utilization. He suggests before valid decisions can be made about storage, that it is necessary to consider aspects of the larger problem. He recommends that studies be made of individual libraries which will include for each: (1) A policy for the selection of materials to be placed in storage; (2) A study of usage of materials (a possible method being the relating of usage to copyright date); (3) Cost estimates for reclassification in any storage system which requires reclassification; (4) Cost estimates of storage space over a long period of time; (5) The "optimal" design of stack units; (6) The design of buildings or sections of buildings for compact storage.

STORAGE AND DEPOSIT LIBRARIES

The storage library idea is of particular concern to major academic and public libraries, mainly as a result of size, for the largest units are usually those which are most heavily involved.

The typical public library of average size does not have storage problems which are comparable to those of large public

and academic libraries. For the most part, public libraries can make use of a single state or regional depository center into which they may send their little-used materials, on a single copy basis, available to all users. The extent to which this policy is followed could be a determining factor in the optimum size of libraries. Libraries which have reached an optimum size could withdraw older and little needed books as new and current ones are added. This policy cannot, of course, be followed in large research libraries.

Cooperative storage warehouses have been established upon the following premises: (1) cooperative storage provides more economical storage than could be achieved by each library housing the same materials within its own building; (2) the materials are valuable but infrequently used and have low service costs; (3) the cooperative warehouse increases the research resources available to the member libraries; (4) delays in servicing desired items are minimal as compared with savings in cost; (with the adoption of fast communication and transportation facilities, delays will be decreased in the future.)

Many colleges and universities have a basic and standard set of needed resources which are similar in the various institutions and, somewhat in the same manner as public libraries, they could set an optimum size for library growth. Thus, older and infrequently used books could be withdrawn from the regular collection as new materials enter. Academic and public library books could be combined in a central depository center.

From a negative approach, many books could be discarded rather than stored; this assumes that they have little value or potential use. From a positive point of view, the storing of secondary materials ensures the development of a large collection, less accessible but still available. It is clear that solutions are needed for both elimination and acquisition of materials and any decisions about storage should consider input as well as output from libraries.

The factors which bear on storage in university libraries are common to all libraries where large amounts of material must be stored. Adequate space has to be provided and there must be facilities for conveying any item with due speed to a user and of ensuring its return to its proper place.

To meet storage difficulties in the university library, Keyes Metcalf advocates one or more of the following:† discarding at a rate equalling additions; making better use of existing space, with compact shelving where it can be introduced; decentralization within the university — moving out material to branch or departmental libraries (to be avoided whenever possible, because of the additional administrative work resulting); "warehouse" storage outside the university; transferring all except most-used books in subjects in which demand is slight to libraries having a special responsibility in those subjects. In addition, microcopies may be used, particularly for sets of periodicals and newspapers and other bulky material.

†Keyes Metcalf, "Spatial Problems in University Libraries," *Library Trends* II (April, 1954), pp. 334-61.

Compact storage — more effective use of space — is obtained by more effective use of normal shelving, by introducing special equipment, or by a combination of the two. In normal shelving uniformity of height of books on each shelf is followed. Cornell University classifies certain of their less-used volumes by size; whereas at Harvard one-quarter of all accessions are sent to storage, to keep down costs of transfers between main library and storage. The cost of storage drops, per volume, as the density of storage increases. Individual libraries may construct new areas for compact storage or convert existing stack space and hereby achieve the same economy attributed to storage warehouses.

Compact storage delays access to materials and is not suited for open access stacks; it is very adaptable to storage of large blocks of materials, such as sets of periodicals.

Three types of cooperative storage warehouses exist in the United States. All three types are primarily concerned with little-used materials. Dr. Helen Harrar describes these in a study which she has made. The first type, of which the New England Deposit Library is an example, is a central storage warehouse owned and operated by several participating libraries. Each member rents space in a jointly owned building, determines how its space is to be used, and maintains its own collections. The second type is exemplified by the Hampshire Inter-Library Center, is a consolidated warehouse owned and supported by a group of cooperating libraries. Each library contributes its little-used serials to the warehouse which integrates the whole-collection. Funds are contributed to provide for a limited acquisition program of rarely-consulted serials and expensive sets. The third type is illustrated by the Midwest Inter-Library Center which is different from the two preceding types in the scope of its holdings and operations. Materials deposited by members are absorbed into the collections when deposit limitations permit; duplicates are discarded. Unlike the first two, this center has a professional staff which operates library programs approved by the membership; in addition there is an acquisitions program designed to supplement members' collections as well as to strengthen library resources in the region. Certain services are available to members and also to non-members.[†]

A basic problem which comes out of a study of storage centers is the necessity for specialization among institutions in the development of collections. Few institutions can afford the luxury of having every book within easy accessibility.

Decisions which must be made about the storage of specific titles involve whether to store by: (1) classification number; (2) in fixed and compact order by size and in order of receipt; or, (3) grouping the material by the unit from which it came, so that, for example, all physics library materials will be together as will those that come from other departmental libraries or other library divisions; or, (4) a combination of these methods.

The same storage center could serve public and academic libraries, with a limit of one copy of each title for each, if

necessary. Single card reporting, to a central reserve card center could provide a union list and an inventory file. Because of the rarity of public demand, as proved by existing storage centers, only one copy of each title is sufficient. Thus, by providing one single collection, the cost of shelving and handling the books repeatedly in several libraries is reduced; furthermore, the released shelving space in local libraries can be used to greater advantage for more frequently used materials.

As rapid communication and facsimile transmission reach practical stages, the location of a copy of any book should be relatively easy. One of the pressing problems, at present, is that of maintaining bibliographical control of widely scattered resources.

Preliminary operational policies for the storage center could include:

1. The decision to house the materials in proper order ready for immediate use.
2. To receive only one copy of a title.
3. To discard duplicates and physically defective titles.
4. To use the cheapest transportation available.
5. To make books and bound periodicals available to any public library in the four-county area or to any other members of the participating group.
6. To require libraries sending materials to storage to provide a main entry card for each title sent.
7. To request the headquarters office of the system to publish, each year, a listing of the materials in storage. Every library receiving this list can then use it as a guide for withdrawing certain titles from the local shelves.

Note: Retention of ownership means that the donating library may recall the materials submitted for storage at any time.

BOOK EXAMINATION CENTERS

It is recommended that libraries in Southern California investigate the possibility of establishing Book Examination Centers. Several such centers are being sponsored for schools by the American Book Publishers' Council. These centers, stocked by publishers with examination copies of expensive scientific and technical books, would assist librarians in their decisions as to whether to buy or not to buy expensive or highly technical items. The Los Angeles Public Library already serves as a Book Examination Center for the Los Angeles area but there could be two to four examination centers located in specific locations, for a year at a time; or, there might be a portable bookmobile type of center located at one place for a week or two and then moved on to another place. Publishers could be asked to provide the space for such centers and perhaps the space to house them.

[†]Helen Jeanne Harrar, "Cooperative Storage Warehouse," *College and Research Libraries*, XXVI (January, 1964), pp. 37-43.

CRITERIA FOR A BOOK EXAMINATION CENTER

1. That it hold a minimum of 500 current books (purchased or publishers' samples or both) kept together for a year.
2. That it be made available to all interested professionals in the area, teachers, librarians, curriculum specialists, etc.

Suggest that a continuing study be made of services and values of such a service with information updated every two years.

ROTATING COLLECTIONS OF BOOKS

Each system may wish to institute rotating collections consisting of expensive and seldom used but valuable materials that local libraries cannot supply. Examples are small collections of less-frequently used foreign language books; books containing large clear type for the use of the visually handicapped; a rotating collection of educational films and recordings. This service would probably be most needed in the branch and affiliated libraries in San Bernardino and Riverside counties.

It is also possible to establish a fluid book pool in a library system on which local libraries may draw extensively. The books would be selected by the staff of the regional center, a list of available materials could be sent to the libraries which may then indicate the titles they wish. These could be sent to the local library on a weekly delivery and kept by the local library for three months unless in demand by another library. In the fluid book pool the policy would be not to order *any mysteries, westerns or light fiction*.

LIBRARY PERSONNEL

Skilled, well-educated librarians are needed for the discriminating selection of library materials, suitable for the needs of the users of the library. They are needed for the effective organization of these materials and for their most effective use by the public.

It is recommended that the minimum staff in a library system should include:

1. A librarian as general administrator for the system, responsible for service to the entire system and for in-service training for the staffs of the member libraries.
2. Librarians responsible for centralized ordering, cataloging and processing of books and other library materials.
3. Librarians responsible for specialized duties and services, as book selection, reference services, and reading guidance services.
4. Librarians responsible for bookmobile and other library services.

All of these positions cannot be filled in the formative stages of a system but any long range plan should include them.

SPECIALISTS NEEDED

Subject specialists and other staff members with specialized educational backgrounds should be employed in a library system. It is recommended that both area libraries and research libraries employ a certain number of specialists who have the equivalent of Ph. D. degrees. Librarians who are working with scientists, artists, musicians, historians, engineers, professional and research people, scholars, and many others could be more helpful if they had specialized advanced education which would equip them to give service to specialists. They could assist research workers and scholars, could compile bibliographies, and conduct literature searches, and could do original research in an effort to improve library services.

Consultant Services By Specialists. Guidance in matters such as book selection, discarding, reference work, work with children, and work with young adults, are invaluable services which may be performed in a system where specialists are employed by the system to aid the member libraries. The use of a staff artist in the preparation of displays, the services of persons especially trained in publicity and public relations, the coordination of in-service training programs for library staffs — all of these services and others can be provided by systems; specialists and consultants.

MORE APPROPRIATE JOB ASSIGNMENTS

Greater use of young or of mature non-career personnel can release professional people for more professional and specialized work. More efficient methods of work and regrouping of work assignments, according to levels of difficulty will probably result in fewer departments with larger numbers of people in each department. If professional people could be transferred from the routines on which many of them are engaged to the activities which are properly professional the problem of shortages might be solved, not by finding more professional people but rather by using the present staffs more effectively. This, with increased effectiveness of supervisors, should release professional people from clerical tasks.

Personnel Shortage — Salary Increases. The American Library Association lists 25,000 professional library vacancies. All libraries are competing for each year's graduates from the library schools. Each graduate has, on the average, a choice among six or more professional positions. In view of this fact it is recommended that library boards and library administrators examine their salary schedules with an eye to making them competitive with the higher library salaries in metropolitan areas and with more remunerative salaries in other professional fields.

In order to improve the library personnel situation, the following recommendations are made:

1. A statewide recruiting program should be developed through the cooperation of the State Library, State Department of Education, the professional library associations, the library schools, and local libraries.
2. The State Department of Education should establish a minimum of 50 competitive scholarships for graduate education in librarianship.

3. Legislation should be prepared and enacted as soon as possible which will provide for the certification of librarians in California.

COMMUNITY TRAINING PROGRAMS FOR LIBRARY STAFF

It is recommended that funds from the Library Services and Construction Act be requested for a training program for community librarians who do not have full formal library education degrees. The purpose is to teach them to do better the work which is assigned to them, to help them keep up with what is new, and to exchange points of view with other persons doing similar work. The program may consist of a series of courses, perhaps five to ten classes in each course. These training programs could be sponsored by the libraries themselves, by the State Library, or by library schools.

Objectives. The courses should be practical and at the same time should stimulate enthusiasm and creative thinking. A better understanding of what constitutes good library service and a desire to give the best service possible to the user are goals of the courses.

Subject, Content. Subject fields which require attention in most public libraries are Library Management, Reference Services, Children's Services, Young Adult Services and Adult Services. In the various courses, topics, among others, which should be covered are public relations, book selection policies, criteria of book selection, and the evaluation of book reviewing media.

Approach and Technique. There should be an outline and reading list for each course. A combination of teaching methods may be employed such as: lectures, discussion, problem solving, case study, and others.

Time. It is suggested that each course have at least four three-hour sessions and at least fifteen hours of assigned work outside of the class.

Number in Each Class. In order to maintain a manageable size, registration should be limited to 25-35 librarians per course.

Credit. No formal credit should be given; these courses are offered to librarians who are interested in doing a better job and in giving better service. Some recognition may be given such as a letter of commendation for a person completing one course and a certificate to one who has completed the entire program.

Staff. It seems advisable for the State Library to add substantially to its present staff in order to offer these extension services. Since it requires almost as much time to plan and develop a course for one system as it does for several systems there would be advantages in the courses being offered

by the same staff from region to region. The major responsibility for follow-up and for work in individual libraries remains with the system; however, additional State Library staff might well visit libraries in a supervisory or consultant capacity.

IN-SERVICE TRAINING, WORKSHOPS, CONFERENCES AND PROFESSIONAL MEETINGS

An area such as an Adult Book Workshop might be conducted, in weekly sessions, for four to six weeks, the purpose being to develop a pool of skilled book reviewers to meet community requests.

There is need for a program, under the auspices of the State Library and perhaps in cooperation with professional librarians and library school staffs, to provide workshops and institutes for in-service training in the simpler library skills, at frequent intervals, at many points in Southern California. Workshops are also feasible for professional librarians, library trustees and government officials for purposes of discussion of principles, mechanics and problems involved in establishing library systems and for regular meetings devoted to book selection for the system or for other regular services where a pooling of knowledge and exchange of opinion is valuable.

PROPOSED RESEARCH PROJECTS

It is suggested that problem areas be explored and studied, in search of possible solutions. With grants from either state or federal funds, research might be done in the following:

1. A study of the needs and interests of library users.
2. The possibilities of increased cooperation between public libraries and the public schools, the object being to serve school students better. School districts might be invited to undertake studies. Possible cooperation might be in "book pools" or large district collections from which public libraries could draw materials at seasons of peak demand.
3. Improvement of library service to the "disadvantaged." This is a field in which little is known and where much might be done if more information were available. The library could then supplement the work of other agencies already active in the field.
4. Cost studies to determine the true cost of library materials and services. These would serve as bases for budgetary requests. They would also aid in determining the amount of equalization that should be paid to libraries for services rendered in a system framework.
5. A study of automation and the use of computerized equipment for more efficient library functions and services. New technological developments will have a radical effect on libraries and research work in the future. For example, it is reasonable to predict that the libraries not only of Southern California, but of the state and the

nation will be linked together in a television facsimile reproduction system. In this event, a single copy of a book, journal, report or document could serve all the institutions.

6. A manpower study of the work done in libraries. This would help identify the non-professional activities being done by professional librarians; it would also help the library schools to know whether or not they are educating students for the work which is actually being done in libraries.
7. Studies of reference services. Ways and measures of evaluating these services should be determined.

8. An analysis of needed library statistics and of uniform ways of reporting them.

PUBLICITY AND PUBLIC RELATIONS

All of the libraries in the Los Angeles area are using some forms and methods of publicity, the amount being governed to a considerable extent, by the level of financial support.

In a cooperative system, attractive displays, radio programs, and articles which larger libraries ordinarily prepare for their own use would be available to all the libraries in the system with little additional expense. It is a known fact that communities are stimulated by each other into making improvements in their libraries.

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TABLE I - POPULATION

	1940†	1950†	1960†	1964*	1980**	1985**
Alhambra	29,472	51,284	54,807	62,523	85,000	95,000
Altadena	(Included with L.A. County)		40,568	42,605	47,500	50,000
Arcadia	5,216	23,004	41,005	46,831	56,600	60,000
Azusa	4,808	11,072	20,685	26,230	45,000	50,000
Beverly Hills	17,429	28,915	30,563	34,377	43,200	45,000
Burbank	16,662	78,318	89,764	96,047	107,500	109,000
Commerce	(not inc.)	(not inc.)	(not inc.)	10,600	12,200	13,600
Covina	2,774	3,968	20,600	27,434	80,000	90,000
Downey	(not inc.)	(not inc.)	83,856	93,407	120,164	(not estimated)
El Segundo	3,503	8,009	14,014	16,175		
Glendale	62,736	95,398	119,442	132,000	161,330	172,445
Glendora	2,761	3,992	20,752	27,918	70,000	75,000
Inglewood				85,000	120,000	135,000
Irwindale				1,014	1,150	1,400
Long Beach	142,032	244,072	323,926	368,782	404,000	420,000
Los Angeles	1,238,048	1,957,692	2,479,015	2,701,235	3,600,000	(not available)
Monrovia	10,890	20,274	27,555	30,902	41,000	45,000
Monterey Park	6,406	20,113	37,573	47,185	60,000	65,000
Palos Verdes		1,965	28,000	43,526		
Pasadena	76,086	104,087	115,000	122,992	140,000	145,000
Pomona	20,804	35,157	66,587	81,900	156,000	(not estimated)
Redondo Beach	9,347	25,208	47,707	54,268	109,000	(not available)
San Marino	3,730	11,199	13,596	13,891	14,300	14,500
Santa Fe Springs			16,315	15,733	20,000	25,000
Santa Monica	37,146	71,299	82,845	88,097	118,000	133,000
Sierra Madre	3,550	7,288	8,752	11,300	14,850	15,500
Signal Hill	2,932	4,059	4,590	6,244	20,000	25,000
South Pasadena	13,730	16,950	19,357	21,316	28,000-31,000	(not estimated)
Torrance	7,271	22,206		126,864		
Vernon	1,269	417(estimated)	228	208		
Whittier	14,822	23,866	34,976	69,428*	78,820-82,220	(not available)
Total Amount - Cities of Los Angeles County						
	2,414,578	4,202,423	6,123,543	6,883,732	9,081,614	

Totals are not given for year 1985. Not enough projected figures were available to obtain an accurate total amount.

†1940, 1950, 1960 figures obtained from News Notes of California Libraries.

*1964 figures obtained from Regional Planning Commission, Los Angeles County.

**Figure obtained from City Planning Departments and Mayor's Offices.

TABLE I - POPULATION
(continued)

	1940†	1950†	1960†	1964*	1980**	1985**
Anaheim	10,995	14,522	103,405	146,515	300,000	375,000
Buena Park	(Library District of Orange County)		45,683	63,670	88,000	(not available)
Fullerton	10,860	13,939	55,973	75,390	122,000	(not estimated)
Huntington Beach	3,690	5,258	11,045	63,058	300,000	340,000
Newport Beach	2,203	12,220	25,884	35,617	84,000	92,000
Orange	8,066	10,053	26,239	64,950	125,000	150,000
Placentia	(Library District of Orange County)		7,500	12,000	55,000	61,000
Santa Ana	30,322	45,534	99,564	131,870	250,000	255,000
Yorba Linda	(Library District of Orange County)		3,200	4,500	40,000	
Total Amount - Cities of Orange County	122,134	208,335	710,493	1,001,321	2,390,000	

	1940†	1950†	1960†	1964*	1980**	1985**
Banning	(affiliated with Riverside County Library)		10,110	12,718	22,000	30,000
Beaumont		3,143	9,965	6,214	10,211	11,700
Coachella			4,774	6,292		
Corona	7,018	10,219	13,164	23,787	60,000	70,000
Elsinore	1,350	2,054	2,432	2,593	22,000	34,500
Hemet	2,235	3,371	5,350	8,827	20,982	27,815
Indio	3,484	5,281	9,642	14,224	29,500	34,000
Palm Springs		7,428	12,940	19,532	35,000	
Palo Verde Valley (Blythe)			13,400	15,243		no figure available
Perris	763	1,796	2,915	3,705		
Riverside	29,696	46,399	83,714	131,843	220,000	245,000
San Jacinto	1,346	1,760	2,107	3,525		
Total Amount - Cities of Riverside County	126,916	257,865	470,533	651,452	1,314,693	

* Totals are not given for year 1985. Not enough projected figures were available to obtain an accurate total amount.

†1940, 1950, 1960 figures obtained from News Notes of California Libraries

*1964 figures obtained from Regional Planning Commission, Los Angeles County.

**figure obtained from City Planning Departments and Mayors' Offices.

TABLE I - POPULATION
(continued)

	1940†	1950†	1960†	1964*	1980**	1985**
Colton	8,014	14,420	18,614	20,520	36,000	47,000
Ontario	13,583	22,823	46,407	64,240	120,000	140,000
Redlands	14,177	18,411	27,050	36,070	71,000	
San Bernardino	37,481	62,792	92,381	105,960	425,000***	
Upland	4,713	9,166	15,807	26,660	55,000	65,000
Total Amount - Cities of San Bernardino County	161,254	293,143	518,912	667,550	1,316,070	

	1940†	1950†	1960†	1964*	1980**	1985**
***Los Angeles	681,154	1,332,611	2,281,465 ⁽¹⁾	2,377,265 ⁽¹⁾	3,328,000	4,043,000
***Orange	55,998	105,128	332,000	403,751	1,026,000	(not available)
Riverside	81,024	169,392	302,452	399,174	895,000	(not available)
***San Bernardino	83,286	165,531	318,653	414,100	809,070	(not available)
GRAND TOTAL	2,824,882	4,674,727	7,823,481	9,204,055	14,102,377	

Totals are not given for year 1985. Not enough projected figures were available to obtain an accurate total amount.

†1940, 1950, 1960 figures obtained from News Notes of California Libraries.

*1964 figures obtained from Regional Planning Commission, Los Angeles County

**Figures obtained from City Planning Departments and Mayor's Offices.

(1) Includes City of Torrance.

(2) Riverside figures obtained from News Notes of California Libraries, except for 1964, 1980, 1985, the latter obtained from County Planning Commission.

***Figures obtained directly from the respective libraries for 1940, 1950, 1960, 1964.

TABLE 1A - PER CENT OF INCREASE IN POPULATION, 1940-1985

	1940-1950	1950-1960	1960-1964	1964-1980	1964-1985
Alhambra	74.0	6.9	14.1	23.9	31.9
Altadena	(included in L.A. County)		5.0	11.3	17.4
Arcadia	41.0	78.3	14.2	28.9	28.1
Azusa	30.3	86.8	26.8	71.6	90.6
Beverly Hills	65.9	5.7	12.3	25.7	35.9
Burbank	370.0	14.6	7.0	11.9	13.5
Commerce	(not inc.)	(not inc.)		13.1	28.3
Covina	43.0	419.2	33.2	191.6	228.1
Downey	(not inc.)		11.4	28.6	
El Segundo	128.6	75.0	13.4		
Glendale	52.1	25.2	10.5	22.2	30.6
Glendora	44.6	419.8	34.5	150.7	168.6
Inglewood				40.5	58.0
Irwindale				13.4	38.1
Long Beach	71.8	32.7	13.8	9.6	13.9
Los Angeles	58.1	26.6	9.0	23.3	
Monrovia	86.2	35.9	12.2	32.7	45.6
Monterey Park	214.0	86.8	25.6	27.2	37.8
Palos Verdes		1,324.9	55.5		
Pasadena	36.8	10.5	6.9	13.8	17.9
Pomona	69.0	89.4	23.0	90.5	
Redondo Beach	169.7	89.3	13.8	100.9	
San Marino	200.2	21.4	2.2	2.9	4.4
Santa Fe Spings			-3.6	27.1	58.9
Santa Monica	91.9	16.2	6.3	33.9	31.0
Sierra Madre	105.3	20.1	29.1	31.4	37.2
Signal Hill	38.4	13.1	36.0	220.3	300.4
South Pasadena	23.5	14.2	18.1	31.4	
Torrance	205.4				
Vernon	-67.1	-45.3	-8.8		
Whittier	61.0	46.6	98.5	13.5	
Total Percent of Increase - Cities of Los Angeles County	74.0	45.7	12.4	31.9	-15.4

Totals are not given for year 1985. Not enough projected figures were available to obtain an accurate total percent.

NOTE: This table and any following tables which do not give a footnote source are original and were compiled by the Surveyor of this report from the following sources; (1) News Notes of California Libraries, (2) individual annual reports of libraries, (3) questionnaires and checklists which were a part of the survey.

TABLE 1A - PER CENT OF INCREASE IN POPULATION, 1940 - 1985 (Continued)

	1940-1950	1950-1960	1960-1964	1964-1980	1964-1985
Anaheim	32.1	612.1	41.7	104.8	133.9
Buena Park (Library district of Orange County)			39.4	28.2	
Fullerton	28.4	301.6	24.7	61.8	
Huntington Beach	42.5	110.1	470.9	375.8	439.2
Newport Beach	434.7	111.8	37.6	135.8	138.3
Orange	24.6	161.0	147.5	92.5	130.9
Pasadena (Library district of Orange County)			60.0	258.3	408.3
Santa Ana	50.2	118.7	32.4	89.4	93.4
Torbo Linda (Library district of Orange County)			40.6	789.9	
Total Percent of Increase - Cities of Orange County	70.6	241.0	40.9	130.7	
	1940-1950	1950-1960	1960-1964	1964-1980	1964-1985
Banning (affiliated with Riverside County Library)		44.0	25.8	73.0	125.9
Beaumont		217.1	-37.7	64.3	88.3
Cochella			31.8		
Corona	45.6	28.8	80.7	152.2	194.3
Elsinore	32.2	18.4	6.6	748.4	1238.5
Hemet	50.8	58.7	45.0	137.7	215.1
Indio	51.6	82.6	47.5	107.4	139.0
Palm Springs		74.2	50.9	79.2	
Pala Verde Valle (Blythe)			13.8		
Perris	135.4	62.3	27.1		
Riverside	56.2	80.4	57.5	66.9	85.8
San Jacinto	30.8	19.7	67.3		
Total Percent of Increase - Cities of Riverside County	103.2	82.5	28.4	101.8	
	1940-1950	1950-1960	1960-1964	1964-1980	1964-1985
Colton	79.9	29.1	10.2	75.4	129.0
Ontario	68.0	103.3	28.4	86.8	117.9
Redlands	29.9	46.9	33.3	96.8	
San Bernardino	67.5	47.1	14.7	301.1	
Upland	94.5	72.5	68.7	106.3	143.8
Total Percent of Increase - Cities of San Bernardino County	81.8	77.0	29.6	97.1	

Totals are not given for year 1985. Not enough projected figures were available to obtain an accurate total percent.

TABLE 1A - PER CENT OF INCREASE IN POPULATION, 1940 - 1985 (Continued)

	1940-1950	1950-1960	1960-1964	1964-1980	1964-1985
Los Angeles	95.4	71.2	4.2	49.9	70.1
Orange	87.7	215.8	21.4	134.1	
Riverside	106.1	78.6	32.8	134.3	
San Bernardino	98.8	92.5	28.8	47.1	
GRAND TOTAL	65.5	67.4	17.4	93.2	

Tables are not given for year 1985. Not enough projected figures available to obtain an accurate total percent.

TABLE II - DISTRIBUTION OF POPULATION (1965 - 1980)

County	PROJECTED			
	Jan. 1, 1965	Jan. 1, 1970	Jan. 1, 1975	Jan. 1, 1980
Los Angeles	4,800,000	7,501,000	8,356,000	9,024,000
Orange	1,070,000	1,430,000	1,780,000	2,120,000
L.A. - LONG BEACH METROPOLITAN AREA	7,870,000	8,931,000	10,036,000	11,144,000
Riverside	387,000	490,000	598,000	725,000
San Bernardino	602,000	720,000	848,000	1,040,000

Source: Population Sub-Committee, Research Department, Los Angeles Chamber of Commerce (July 1963)

PER CENT OF CALIFORNIA STATE (1965 - 1980)

County	PROJECTED			
	Jan. 1, 1965	Jan. 1, 1970	Jan. 1, 1975	Jan. 1, 1980
Los Angeles	38.68%	35.18%	32.84%	32.58%
Orange	5.77	6.71	7.29	7.65
L.A. - LONG BEACH METROPOLITAN AREA	42.45	41.89	41.13	40.23
Riverside	2.14	2.30	2.45	2.62
San Bernardino	3.24	3.38	3.56	3.75

Source: Population Sub-Committee, Research Department, Los Angeles Chamber of Commerce.

**TABLE III - POPULATION CHARACTERISTICS
SOUTHERN CALIFORNIA COUNTIES - CENSUS 1960**

Age	Los Angeles	Orange	Riverside	San Bernardino
0 -5	772,234	112,905	42,124	72,129
6 -12	787,514	112,721	42,370	73,853
13-17	440,961	54,866	24,409	40,897
18-19	138,902	15,552	7,909	13,197
20-29	752,627	91,386	38,869	64,750
30-39	911,621	118,857	40,200	69,556
40-49	821,816	82,383	36,011	61,224
50-59	619,340	49,348	28,762	45,283
60-64	243,518	19,468	12,490	17,684
65 & Over	553,238	46,439	33,047	45,018
TOTAL	6,038,775	703,925	306,191	503,195
Sex				
Male	2,944,647	349,165	154,128	253,014
Female	3,094,124	354,760	152,063	250,577
Race				
White	5,453,866	694,354	289,372	482,195
Negro	461,546	3,171	12,486	17,234
Other	123,359	6,400	4,333	4,162

Source: The Times-Mirror Company, marketing research department, Los Angeles.

TABLE IV - POPULATION

Racial Characteristics of the Population: 1960

	Los Angeles	Orange	Riverside	San Bernardino	4 Counties
Total	6,038,771	703,925	306,191	503,195	7,552,538
White	5,453,866	694,354	289,372	482,195	6,919,787
Negro	461,546	3,171	12,486	17,234	494,437
Indian	8,109	730	1,702	1,864	12,405
Japanese	77,314	3,890	1,174	875	83,253
Chinese	19,286	444	208	469	20,407
Filipino	12,122	747	944	599	14,412
Other Races	6,528	589	305	355	7,777
Spanish (1)	576,716	52,576	36,224	60,177	725,693

(1) Special Survey of White Persons with Spanish Surnames.

(Continued on next page)

TABLE IV - POPULATION (Continued)

Mother Tongue of the Foreign-Born Population: 1960

	Los Angeles	Orange	Riverside	San Bernardino	4 Counties
Total Foreign Born	576,380	40,297	23,998	28,603	669,278
English	125,211	14,218	4,006	3,429	158,874
Norwegian	5,736	540	200	200	6,676
Swedish	11,114	712	408	436	12,670
Danish	5,685	423	192	234	6,534
Dutch	13,623	1,631	440	864	16,558
French	15,941	1,236	376	682	18,235
German	57,736	3,845	1,707	2,347	65,845
Polish	14,437	475	293	347	15,552
Czech	3,428	164	132	80	3,804
Slovak	1,583	97	74	126	1,860
Hungarian	12,330	429	429	436	13,624
Serbo-Croatian	3,250	154	85	217	3,606
Slovenian	1,044	62	41	187	1,334
Russian	22,558	352	350	141	23,401
Ukrainian	1,442	67	58	56	1,623
Lithuanian	2,290	72	44	120	2,526
Finnish	1,665	35	48	99	1,847
Rumanian	2,748	75	52	40	2,915
Yiddish	28,031	118	500	173	28,822
Greek	4,821	194	142	238	5,395
Italian	20,271	1,171	733	1,612	23,787
Spanish	120,097	9,577	8,263	7,828	145,765
Portuguese	1,619	216	21	229	2,085
Japanese	15,367	941	384	350	17,042
Chinese	7,539	226	56	166	7,987
Arabic	2,563	135	81	43	2,824
All Other	21,334	1,028	873	455	23,690
Not Reported	20,917	2,104	4,010	3,236	42,267

Source: U.S. Dept. of Commerce, 1960 Census of Population.

TABLE V - EDUCATION

The K-14 enrollments indicate kindergarten through grade fourteen; K-8, kindergarten through grade eight; and the high school enrollment includes grades nine through twelve; and junior college, grades thirteen and fourteen. Special enrollments, or enrollments in special classes, are defined by footnotes.

SELECTED EDUCATIONAL STATISTICS, 1960 U.S. CENSUS OF POPULATION: BY COUNTIES

County	Median school years completed	Percent with less than five years of school	Percent with at least four years of high school	Percent with at least four years of college	Percent in private schools	Percent in school	Percent employed persons classified as professional, technical and kindred workers
Los Angeles	12.1	4.7	53.1	9.8	13.9	90.3	14.1
Orange	12.2	3.2	57.7	10.6	8.8	90.4	14.7
Riverside	11.9	7.1	49.4	8.7	8.8	91.3	12.0
San Bernardino	11.8	5.5	48.4	7.3	9.0	91.4	12.3

Source: Department of Education, Bureau of Education Research.

TABLE VI - EDUCATION

Public School Enrollment

As of September 1963

Graded Enrollment

Counties	Kindergarten	Grades 1 thru 12	Grades 13 & 14	Half-Day Sessions Elementary Grades 1 - 8 (1)	12th & 14th Grade Graduates 1962-63	14th Grade Graduates
Los Angeles	113,551	1,147,726	70,104	19,571	62,457	7,414
Orange	23,212	203,911	11,121	3,110	9,094	1,207
Riverside	4,817	69,365	2,644	2,109	3,282	227
San Bernardino	11,920	117,241	5,399	1,919	5,941	649
Total, 4-County Area	157,500	1,537,843	89,468	26,709	80,774	9,497
State of California	336,164	3,318,955	168,307	47,029	172,750	18,547
4-County Area as % of State	46.8%	46.05%	53.1%	56.7%	46.7%	51.2%

(1) Half Day Sessions for high school students were conducted in L.A. County; enrollment 808.

Source: State Department of Education.

TABLE VII - EDUCATION

Total Enrollment, Institutions of Higher Education

Fall, 1963

Counties	Category I	Category II	Category III	Category IV	Total Enrollment
Los Angeles	41,332	58,938	150,549	10,235	261,044
Orange	---	5,229	81,709	---	86,938
Riverside	2,641	1,189	7,461	---	11,291
San Bernardino	---	1,791	14,408	1,322	17,521
Total, 4-County Area	43,973	67,137	254,127	11,557	376,794
State of California	97,224	168,261	269,759	19,900	654,144
4-County as % of State	45.2%	39.9%	68.9%	58.1%	57.6%

Category I institutions include those that (a) offer undergraduate liberal arts and other curricula with grade and/or professional schools and (b) grant, as their highest degree, the doctor of philosophy and equivalent degree.

Category II institutions include those that (a) offer undergraduate liberal arts and other curricula, but have no graduate and/or professional schools and (b) grant, as their highest degree, the master's and/or second professional degree.

Category III institutions include those that (a) offer lower division liberal arts and other curricula and (b) grant, as their highest degree, the associate degree.

Category IV institutions do not fit into the above categories and vary widely in both types and the level of programs.

Source: Report of Total & Full-time Enrollments, Fall, 1963, California Institutions of Higher Education, issued by the Department of Finance, March 1964.

TABLE VIII—INDUSTRIAL GROWTH

1954

1 . New York	(\$8,133,224)
2 . Chicago	(\$6,978,959)
3 . LOS ANGELES	(\$5,054,697)
4 . Detroit	(\$4,713,167)

Source: 1919-1962 Censuses of Manufactures, U.S. Dept. of Commerce.

TABLE IX - TRADE
Retail Sales, 1963 by Categories
(\$000)

Counties	Total	Food	Eating & Drinking	General Mdee.	Apparel
Los Angeles	\$10,713,183	2,470,067	869,463	1,640,280	610,073
Orange	1,355,726	332,444	134,556	154,093	65,678
Riverside	477,272	112,250	42,426	46,488	24,603
San Bernardino	757,022	195,357	55,481	82,459	27,436
State Totals	26,831,510	6,331,759	2,267,592	3,647,138	1,447,217
Total, 4-County Area	13,313,203	3,110,118	1,101,926	1,923,320	727,990
4-County Area as % of State	49.3	47.5	48.5	52.8	50.3

Counties	Furniture Household Appliances	Automotive	Gas Stations	Lumber Bldg. Hardware	Drugs
Los Angeles	\$ 637,896	1,946,198	798,993	463,157	421,272
Orange	75,055	232,097	117,618	87,843	57,044
Riverside	24,343	86,782	49,458	33,585	16,979
San Bernardino	42,253	136,571	83,097	49,927	22,318
State Totals	1,499,916	4,788,944	2,110,869	1,493,260	972,240
Total 4-County Area	779,547	2,401,548	1,049,166	634,512	517,613
4-County Area as % of State	51.9	50.2	49.7	42.5	53.2

Source: Sales Management, Inc. "Survey of Buying Power."

TABLE X - EMPLOYMENT
Employment and Unemployment: (4-County Labor Market Areas) 1963
(In Thousands)

		Civilian Labor Force	Total Employment	Unemployment	Percent Unemployed
Los Angeles and Orange Counties	1963	3,134.5	2,954.1	177.3	5.7
San Bernardino and Riverside Counties	1963	297.6	279.8	17.8	6.0
State of California	1963	6,852.0	6,441.0	411.0	6.0

Estimated Total Civilian Employment By Industry: Four County Labor Market Areas - Annual Averages 1963
(In Thousands)

(Continued on next page)

TABLE X - EMPLOYMENT - (Continued)

	Los Angeles and Orange Counties 1963	San Bernardino and Riverside Counties 1963
TOTAL EMPLOYMENT	2,954.1	279.8
Agriculture, Forestry and Fisheries	29.1	23.3
Mineral Extraction	12.5	
Contract Construction	171.8	21.5
Manufacturing	876.7	39.4
Transportation, Communications and Utilities	154.2	16.5
Wholesale and Retail Trade	639.5	56.7
Finance, Insurance and Real Estate	159.6	10.0
Services	568.4	53.2
Government	342.2	56.6
Civilian Labor Force	3,134.5	290.7

Source: California State Dept. of Employment; Division of Labor Statistics and Research, Dept. of Industrial Relations.

TABLE X(A) SOUTHERN CALIFORNIA EMPLOYMENT - JANUARY 1, 1961
(by Metropolitan Area and Counties)

METROPOLITAN AREAS

Classifications	Los Angeles and Orange Counties	San Bernardino and Riverside Counties
Manufacturing	823,100	37,000
Retail & Wholesale Trade	606,600	53,000
Services	497,300	38,400
Government	286,100	50,300
Contract Construction	160,400	16,800
Agriculture, Forestry and Fisheries	27,200	31,600
Transportation, Communications and Utilities	147,800	17,000
Finance, Insurance and Real Estate	137,400	8,100
Mineral Extraction	13,300	1,400
Total All Industries	2,499,200	254,200

EMPLOYMENT PROJECTIONS TO 1970

Manufacturing

Greater diversification will feature the growth of employment. Shifts in employment from aircraft to electronics and instruments is expected to continue. Decentralization from central cities to less populated areas will continue.

Retail and Wholesale Trade

Employment will rise as our rapidly growing population reaches higher standards of living. Continued growth in sales branches of Eastern manufacturers and in district shopping centers with greater use of part-time workers.

Services

Employment will rise as our rapidly growing population reaches higher standards of living. Relatively fast growth in medical, educational and business services.

EMPLOYMENT PROJECTIONS TO 1970 (Continued)

Government

Growth will occur in state and local government employment with increased education, public health, sanitation, welfare, and similar services.

Contract Construction

Employment will rise at a moderate rate because of the current high level of building activity. Population growth, increased expenditures of schools and highways, a rising volume of business activity, will stimulate the industry.

Agriculture, Forestry and Fisheries

Employment will continue to decline as output per farm worker increases and acreage is removed from production for residential, commercial, and industrial uses.

Transportation, Communications and Utilities

Rises in air transportation, trucking and warehousing and water transportation. Employment in communications, gas and electric utilities will increase about as fast as the labor force.

Finance, Insurance and Real Estate

Employment will expand much faster than overall average because of increasing complexity of our financial activities, rising levels of incomes, and the growth of our industrial and urban society.

Mineral Extraction

The downward trend in crude petroleum and gas production is expected to continue.

Source: California State Dept. of Employment; Division of Labor Statistics and Research, Dept. of Industrial Relations.

TABLE XI - TRANSPORTATION AND TRAFFIC

Total Vehicle Registrations	1963	1962	1961	1960	1959
Los Angeles	3,702,570	3,629,301	3,404,147	3,324,338	3,178,163
Orange	527,644	482,397	419,552	378,054	329,461
Riverside	207,127	201,722	180,977	172,723	163,279
San Bernardino	313,983	311,200	281,529	271,719	254,293
Total 4-County Area	4,751,324	4,624,620	4,286,205	4,146,834	3,925,196
State of California	9,869,009	9,647,505	8,889,860	8,569,295	8,086,571
4-County Area as % of State	48.1	47.9	48.2	48.4	48.6
Passenger Car Registrations					
Los Angeles	3,100,258	3,016,239	2,834,461	2,772,523	2,643,765
Orange	433,978	393,321	342,001	309,392	268,516
Riverside	151,056	145,412	131,424	216,080	119,214
San Bernardino	236,582	231,635	211,537	205,472	193,443
Total 4-County Area	3,921,874	3,786,607	3,519,423	3,413,467	3,224,938
State of California	7,805,255	7,549,332	6,982,930	6,751,313	6,371,875
4-County Area as % of State	50.2	50.2	50.4	50.5	50.6

Source: Motor Registration News, Reuben H. Donnelley Corp.

TABLE XII - INCOME
Net Effective Buying Income

Counties	Total (\$000)	1962 Estimates		Total (\$000)	1963 Estimates	
		Per Capita	Per Household		Per Capita	Per Household
Los Angeles	\$17,481,270	\$2,495	\$8,100	\$18,712,283	\$2,810	\$8,452
Orange	2,039,961	2,306	7,972	2,341,747	2,405	8,313
Riverside	713,971	2,011	6,473	787,388	2,116	6,794
San Bernardino	1,085,548	1,919	6,439	1,198,045	2,008	6,738
Total, 4-County Area	\$21,320,850	\$2,569	\$7,954	\$23,039,463	\$2,679	\$8,261
State of California	41,987,238	2,430	7,700	45,219,105	2,535	8,041
4-County Area as % of State 50.8% 50.9%						

Families Earning \$25,000 & Over
(1960 Census Report)

Counties	Total Number of Families	Families Earning \$25,000 & Over
Los Angeles	1,565,603	35,001
Orange	178,265	3,085
Riverside	78,594	900
San Bernardino	126,650	840
Total, 4-County Area	1,949,112	39,826
State of California	3,991,500	72,825
4-County Area as % of State 48.9% 54.7%		

Sources: Sales Management, Inc. "Survey of Buying Power", U.S. Dept. of Commerce, 1960 Census of Population.

TABLE XIII - INCOME

Summary Of Family Expenditures And Income, By Income Class, All Urban Families And Single Consumers
Los Angeles, 1960
Money Income After Taxes

	TOTAL	Under \$1,000	\$1,000 to \$1,999	\$2,000 to \$2,999	\$3,000 to \$3,999
Number of Families in Sample	179	1	11	15	16
Percent of Families	100.0	.6	6.1	8.4	8.9
Average Income, Expenditures					
Total Receipts	\$8,948	\$1,173	\$2,759	\$3,495	\$4,189
Money Income After Taxes	6,361	606	1,677	2,543	3,527
Total Disbursements	9,453	1,048	3,050	3,678	4,724
Expenditures for Current Consumption	6,154	980	1,892	2,688	4,075
Food, Total	1,459	417	527	717	921
Tobacco	98	125	26	33	62
Alcoholic Beverages	110	--	27	82	41
Housing, Total	1,721	218	747	917	1,159
Rented Dwelling	390	112	354	508	479
Owned Dwelling	447	---	77	91	150
Fuel, Light, Refrigeration, Water	184	27	102	109	123
Household Operations	372	78	144	177	248
Housefurnishings and Equipment	298	--	59	25	150
Clothing, Clothing Materials, Services	544	65	84	254	335
Personal Care	157	34	48	106	99
Medical Care	441	73	228	206	248
Recreation	282	10	70	75	114
Reading	48	2	17	22	31
Education	45	--	--	11	33
Transportation	1,081	38	110	245	954
Automobile	1,002	--	50	190	865
Other travel and transportation	79	38	60	55	90

TABLE XIII - INCOME (Continued)

	\$4,000 to \$4,999	\$5,000 to \$5,999	\$6,000 to \$7,499	\$7,500 to \$9,999	\$10,000 to \$14,999	\$15,000 and over
Number of Families in Sample	21	26	37	30	18	4
Percent of Families	11.7	14.5	20.7	16.8	10.1	2.2
Average Income, Expenditures						
Total Receipts	\$5,814	\$6,961	\$10,168	\$13,189	\$15,156	\$25,727
Money Income After Taxes	4,636	5,496	6,685	8,582	11,567	17,906
Total Disbursements	5,682	7,433	11,340	13,755	15,229	26,933
Expenditures for Current Consumption	4,336	5,038	7,305	8,180	9,639	15,765
Food, Total	1,148	1,223	1,618	1,935	2,364	3,283
Tobacco	83	99	125	160	61	192
Alcoholic Beverages	56	136	145	151	112	241
Housing, Total	1,381	1,586	1,984	2,141	2,446	3,862
Rented Dwelling	576	449	416	270	164	63
Owned Dwelling	239	340	527	741	806	1,341
Fuel, Light, Refrigeration, Water	135	182	205	231	244	422
Household Operations	273	317	420	428	687	888
Housefurnishings and Equipment	139	289	385	447	450	951
Clothing, Clothing Materials, Service	292	392	655	878	844	1,306
Personal Care	140	157	179	199	209	236
Medical Care	390	375	572	485	667	899
Recreation	208	186	359	400	472	921
Reading	29	37	60	53	102	118
Education	22	25	33	85	134	32
Transportation	558	744	1,331	1,397	1,912	4,179
Automobile	528	725	1,250	1,273	1,840	3,655
Other Travel and Transportation	30	19	81	123	73	524

Sources: Survey of Consumer Expenditures, 1960-61, U.S. Dept. of Labor, Bureau of Labor Statistics.

TABLE XIV - ASSESSED VALUATION OF STATE-AND COUNTY-ASSESSED TANGIBLE
PROPERTY SUBJECT TO LOCAL TAXATION, BY COUNTY, SELECTED YEARS,
1940, 1950, 1960, 1962
(In Thousands)

County	1940	1950	1960	1962
Los Angeles	\$2,485,966	\$5,348,389	\$11,688,344	\$13,021,946
Orange	192,370	437,122	1,271,871	1,634,068
Riverside	87,791	247,367	613,865	691,257
San Bernardino	142,944	284,334	881,798	978,873

Board of Equalization, Research and Statistics

**TABLE XV - ASSESSED VALUE OF TANGIBLE PROPERTY SUBJECT TO LOCAL TAXATION,
TAXES LEVIED THEREON AND AVERAGE TAX RATE, BY COUNTY, 1962-63**
(Assessed value and levies in thousands)

County	Assessed value ^a	City levies	County levies	School district levies ^b	Other district levies ^c	Total levies	Average tax rate per \$100 of assessed value ^d
Los Angeles	\$13,021,946	\$167,007	\$284,209	\$511,506	\$37,184	\$999,906	7.63
Orange	\$ 1,634,068	\$ 17,471	\$ 32,325	\$ 63,270	\$15,454	\$128,520	7.87
Riverside	\$ 691,257	\$ 5,085	\$ 15,187	\$ 24,479	\$ 5,858	\$ 50,609	7.32
San Bernardino	\$ 978,873	\$ 5,754	\$ 19,626	\$ 47,036	\$ 6,693	\$ 79,109	8.08

^aIncludes utility roll, and locally-accessed secured and unsecured rolls at county assessment level.

^bIncludes junior college tuition levies and levies for recovery of school equalization aid loss.

^cExcludes special assessments levied on limited categories of property to finance activities from which such properties derive special benefits.

^dComputed by dividing total levies by the assessed value and multiplying by 100.

Board of Equalization, Research and Statistics

TABLE XVI - INCOME
Consumer Price Index 1957 - 1959 = 100 (Old Series) Annual Averages - All Items

Year	United States	Los Angeles	Year	United States	Los Angeles
1939	48.4	48.4	1956	94.7	94.1
1945	62.7	63.0	1957	98.0	97.2
1950	83.8	82.4	1958	100.7	100.6
1951	90.5	89.4	1959	101.5	102.2
1952	92.5	92.0	1960	103.1	104.1
1953	93.2	92.8	1961	104.2	105.4
1954	93.6	92.7	1962	105.4	106.7
1955	93.3	92.7	1963	106.7	108.2

Note: The C.P.I. measures only changes in a constant list of goods and service; the effect of price changes on the purchasing power of urban wage and salary earners, on whose expenditures it is based. Under no circumstances can the C.P.I. be used to measure changes in living standards or in total living costs, since both are responsive to many other factors. Nor can it be used to measure differences in price levels between cities.

TABLE XVII - TOTAL VOLUMES

Library No.	Number of Volumes				Volumes per capita - 1964	Percent of Increase or Decrease From:			
	1940	1950	1960	1964		1940-1950	1950-1960	1960-1964	1940-1964
01	50,784	77,650	102,224	119,927	1.94	52.9%	31.6%	17.3%	136.2%
02	---	---	24,840	37,201	.87	---	---	49.8	---
03	11,602	28,753	63,910	86,085	1.84	147.8	122.3	34.7	642.0
04	17,130	25,323	31,986	55,458	2.11	47.8	26.3	73.4	223.7
05	39,761	67,741	86,332	91,020	2.65	70.4	27.4	5.4	128.9
06	12,711	56,524	149,287	188,690	1.96	344.7	164.1	26.4	1,384.5
07	not established until 1961			29,556	2.79	---	---	---	---
08	15,270	19,448	34,944	42,162	1.54	27.4	79.7	20.7	176.1
09	not established until 1958			23,658	.78	---	---	208.3	---
10	8,143	14,010	22,932	29,747	1.84	72.0	63.7	29.7	265.3
11	95,920	142,918	203,752	244,760	1.85	49.0	42.6	20.1	155.2
12	16,076	21,007	32,124	32,457	1.16	30.7	52.9	1.0	101.9
13	not established until 1962			86,465	1.01	---	---	---	---
14	not established until 1961			7,515	7.41	---	---	---	---
15	176,759	247,938	415,267	492,249	1.33	40.3	67.5	18.5	178.5
16	1,641,195	1,913,914	2,673,970	3,081,823	1.14	16.6	39.7	15.3	87.8
17	21,307	26,699	37,615	47,059	1.52	25.3	40.9	25.1	120.9
18	---	---	37,821	63,191	1.34	---	---	67.1	---
19	---	18,977	38,662	55,373	1.27	---	103.7	43.2	---
20	205,391	247,077	317,024	354,099	2.88	20.3	28.3	11.7	72.4
21	84,736	88,977	153,895	187,974	2.30	5.0	73.0	22.1	121.8
22	24,193	41,161	51,298	58,128	1.07	70.1	24.6	13.3	140.3
23	14,874	32,876	54,262	58,128	4.18	121.0	65.1	7.1	290.8
24	not established until 1960			23,821	1.51	---	---	---	---
25	108,715	127,175	165,496	199,098	2.26	17.0	30.1	20.3	83.1
26	14,030	16,511	22,525	28,245	2.50	17.7	36.4	25.4	101.3
27	3,869	6,027	7,472	7,686	1.23	55.8	24.0	2.9	98.6
28	32,312	46,882	60,094	60,989	2.86	45.1	28.2	1.5	88.8
29	statistics with L.A. County Library.			---	---	---	---	---	---
30	771	1,094	1,375	1,538	7.39	41.9	25.7	11.8	99.5
31	43,545	65,044	81,003	93,128	1.34	49.4	24.5	15.0	113.9
Total	2,639,094	3,333,726	4,893,768	5,936,520	---	26.3	46.8	20.1	124.9
32	25,618	35,053	63,077	126,757	.87	36.8	79.9	201.0	394.8
33	8,059	19,232	61,719	103,528	1.63	138.6	220.9	67.7	1,184.6
34	31,624	46,763	75,759	105,329	1.44	47.9	62.0	39.0	233.1
35	22,034	31,688	72,772	91,395	1.45	43.8	129.6	25.6	314.8
36	10,545	20,081	38,521	57,961	1.63	90.4	91.8	50.5	449.6
37	32,172	37,928	52,681	65,394	1.01	17.9	38.9	24.1	103.3
38	10,317	20,785	33,770	37,178	3.10	101.5	62.5	10.1	260.4
39	61,826	87,821	135,404	161,754	1.23	42.0	54.2	19.5	161.6
40	8,996	11,130	15,403	22,217	4.94	23.7	38.4	44.2	147.0
Total	211,191	310,481	549,106	771,513	---	47.0	76.8	40.5	265.3
41	11,864	16,654	37,800	48,264	3.79	40.4	127.4	27.4	306.8
42	9,389	14,191	22,058	26,371	2.64	51.1	55.4	19.6	180.9
43	2,000	4,219	---	---	---	111.0	---	---	---
44	20,909	25,997	37,769	44,244	1.86	24.3	45.3	17.1	111.6
45	5,463	statistics included with Riverside			---	---	---	---	---
46	12,404	19,684	26,745	31,656	3.59	58.7	35.9	19.4	155.2

(Continued on next page)

TABLE XVII - TOTAL VOLUMES (Continued)

47	---	8,647	20,060	24,246	1.70	---	132.0	20.9	---
48	4,392	13,217	36,781	41,406	2.12	200.9	178.3	12.6	842.8
49	---	---	7,872	10,412	.68	---	---	32.3	---
50	statistics in- cluded with Riverside	2,763	---	3,075	.82	---	---	---	---
*51	214,006	285,019	433,649	481,255	3.65	33.2	52.1	11.0	124.9
52	3,445	5,367	8,195	no report	---	55.8	52.7	---	---
Total	283,872	395,758	630,995	710,929	---	39.4	59.4	12.7	150.4
53	13,998	19,301	32,261	36,887	1.80	30.7	76.3	14.3	163.5
54	27,257	44,303	62,036	86,899	1.35	62.5	40.0	40.1	218.8
55	74,576	91,392	102,677	109,904	3.05	22.5	12.3	7.0	47.4
56	50,601	79,749	144,861	140,316	1.32	57.6	81.6	-3.1	177.3
57	23,217	31,917	42,656	50,994	1.91	37.5	33.6	19.5	119.6
Total	189,649	205,662	384,491	425,000	---	40.1	44.7	10.5	124.1
58	525,076	689,477	1,598,664	2,252,804	.95	31.3	131.9	40.9	329.0
59	127,450	180,970	283,709	340,068	.94	42.0	56.8	19.7	166.8
60	170,192	233,823	401,170	523,261	1.26	37.4	71.6	30.4	207.4
Total	822,718	1,104,270	2,283,543	3,116,133	---	34.2	106.8	36.5	278.8
Grand Total	4,146,524	5,409,897	8,623,074	10,960,095	---	30.5	59.4	26.4	164.3

Source: Figures for number of volumes for 1940, 1950, 1960 from News Notes of California Libraries; 1964 figures taken from individual annual reports of libraries. (Note: Similar statistical figures in following tables obtained from same sources.)

TABLE XVIII - VOLUMES ADDED - TITLES ADDED

Library No.	1955 Vols.	1955 Titles	1960 Vols.	1960 Titles	1964 Vols.	1964 Titles	No. of children's books added, 1964
01	5,838	3,005	7,048	3,464	10,852	6,761	2,672
02	---	---	4,158	1,944	5,422	2,424	2,512
03	4,048	---	4,158	1,944	5,422	2,424	3,390
04	1,805	---	5,086	---	4,784	---	1,160
05	3,559	2,637	3,829	2,725	4,700	1,174	1,348
06	19,679	7,992	13,746	5,125	13,735	4,471	3,971
07	---	---	---	---	10,111	7,045	2,513
08	2,221	2,150	4,607	3,080	1,732	---	500
09	---	---	11,112	10,870	---	---	---
10	1,196	---	2,232	2,082	2,995	---	547
11	16,811	5,341	15,458	4,646	20,927	5,642	4,865
12	1,154	42	1,870	1,683	2,406	1,872	385
13	---	---	---	---	19,680	9,800	---
14	---	---	---	---	839	---	273
15	34,756	3,899	37,920	5,739	38,890	6,035	13,104
16	159,771	12,216	236,221	15,146	262,451	16,869	---
17	---	---	3,572	---	3,714	---	1,318
18	---	---	6,418	---	6,752	6,186	---
19	1,837	1,446	4,727	2,915	6,315	3,570	---
20	13,799	8,889	19,034	3,679	25,527	4,988	10,815
21	8,141	3,342	13,296	4,953	9,044	4,949	2,617
22	2,525	---	4,967	---	8,629	3,920	4,064
23	4,580	3,918	4,386	3,416	4,512	4,086	1,248
24	---	---	---	---	3,005	2,723	801
25	12,094	5,511	15,095	5,243	16,495	6,127	3,598
26	612	---	2,868	---	2,616	---	---
27	159	---	228	---	565	---	200
28	4,369	2,716	4,507	3,275	5,029	3,739	946
29	---	---	---	---	---	---	---
30	5	5	82	82	55	55	30
31	5,133	---	4,950	3,336	8,458	5,806	2,111
Total	304,087	63,109	431,575	85,347	505,662	110,666	64,988
Average	13,822.1	4,207.3	16,599.0	4,267.4	17,436.6	5,030.3	5,936.68

TABLE XVIII - VOLUMES ADDED - TITLES ADDED (Continued)

Library No.	1955		1960		1964		No. of children's books added, 1964
	Vols.	Titles	Vols.	Titles	Vols.	Titles	
32	1,919	---	10,677	5,558	30,706	9,841	15,528
33	---	---	11,824	---	18,272	9,842	10,031
34	3,122	---	6,129	4,003	6,897	3,469	2,465
35	1,950	---	3,576	---	8,217	4,294	3,838
36	1,887	1,365	2,884	1,644	8,353	7,431	2,144
37	2,205	---	2,990	2,256	6,689	3,711	3,287
38	1,408	---	1,781	---	2,056	---	735
39	9,775	---	10,214	7,049	16,536	5,618	4,230
40	600	592	1,384	1,384	2,638	2,610	1,061
Total	22,866	1,957	51,459	21,894	100,364	46,816	43,319
Average	2,858.3	978.5	5,717.7	3,649.0	11,151.6	6,688.0	8,875.4
41	2,100	1,890	2,633	---	3,946	3,946	---
42	702	689	1,552	1,525	1,815	1,382	702
43	---	---	---	---	---	---	---
44	919	---	1,105	---	1,166	---	306
45	298	---	---	---	---	---	---
46	699	669	1,092	1,058	1,834	1,805	353
47	1,253	---	1,607	97	1,430	---	173
48	1,544	2,728	---	---	3,841	---	830
49	---	---	851	712	926	823	489
50	775	---	---	---	235	---	---
51	21,824	4,753	40,714	4,990	34,072	7,687	13,065
52	321	300	480	470	---	---	---
Total	31,045	11,544	50,034	8,852	49,265	15,643	15,918
Average	2,822.2	1,649.1	6,254.2	1,475.3	5,473.8	3,128.6	2,274.0
53	1,998	1,960	1,997	1,774	1,873	---	726
54	2,696	---	4,588	---	10,516	7,938	---
55	2,570	1,803	4,415	2,946	5,061	3,800	1,595
56	9,987	---	7,282	3,302	10,960	4,302	3,723
57	1,924	---	1,969	---	2,476	---	829
Total	19,175	3,763	20,251	8,022	30,886	16,040	6,873
Average	3,835.0	1,881.5	4,050.2	2,674.0	6,177.2	5,346.0	5,063.8
58	116,973	7,555	252,910	8,013	247,412	8,471	83,429
59	17,726	4,350	24,379	4,679	90,426	8,603	45,435
60	28,206	3,435	67,678	4,716	68,737	5,253	18,446
Total	162,905	15,340	344,967	17,408	406,575	22,237	147,310
Average	54,301.7	5,113.3	114,989.0	5,802.7	135,525.0	7,442.3	---
Grand Total	540,078	95,713	898,286	141,523	1,132,752	211,492	278,408
Grand Average	11,740.8	3,681.2	18,714.3	40,435.1	21,783.7	5,565.6	---

TABLE XIX - PERIODICALS RECEIVED IN PUBLIC LIBRARIES
IN FOUR-COUNTY AREA, 1955, 1960, 1964

Cities In		1955	1960	1964
Los Angeles County	TOTAL	4,557	6,012	7,826
	AVERAGE	227	240	289
Orange County	TOTAL	1,257	1,933	2,438
	AVERAGE	157	214	270
Riverside County	TOTAL	1,062	1,190	1,368
	AVERAGE	106	108	136
San Bernardino County	TOTAL	892	1,009	1,257
	AVERAGE	178	201	251
3-County Libraries	TOTAL	994	1,033	1,510
	AVERAGE	331	344	503
GRAND TOTAL		13,244	16,571	90,607
GRAND AVERAGE		220	276	1,510

**TABLE XIX(A) - PERIODICALS RECEIVED IN PUBLIC
LIBRARIES, FOUR-COUNTY AREA,
1955, 1960, 1964**

Library No.	1955	1960	1964	% OF TITLES RETAINED IN BACK FILES AT LEAST 5 YEARS-1964 Report
01	271	322	340	28
02	---	95	142	50
03	175	154	350	75
04	---	120	146	90
05	206	210	215	95
06	181	300	360	75
07	---	---	230	50
08	84	196	251	90
09	---	125	222	---
10	70	86	149	30
11	439	461	518	25
12	91	100	---	---
13	---	---	256	95
14	---	---	78	---
15	688	722	1,020	40
16	4,482	5,394	5,952	90
17	100	84	133	3
18	---	86	249	65
19	60	100	175	70
20	593	762	803	63
21	450	589	507	97
22	162	144	207	90
23	130	178	213	46
24	---	---	198	---
25	340	410	455	60
26	93	87	133	60
27	---	36	27	---
28	214	243	183	75
29	included in L.A. County Report		---	---
30	4	4	7	---
31	206	398	515	60
Total	4,557	6,012	7,826	---
Range	---	---	---	0-97
Median	---	---	---	55
Average	227.85	240.48	289.85	58.54

**TABLE XIX(A) - PERIODICALS RECEIVED IN PUBLIC
LIBRARIES, FOUR-COUNTY AREA,
1955, 1960, 1964**

Library No.	1955	1960	1964	% OF TITLES RETAINED IN BACK FILES AT LEAST 5 YEARS-1964 Report
32	---	155	246	100
33	219	323	499	50
34	199	325	380	68
35	150	128	204	75
36	97	152	165	75
37	176	203	208	58
38	105	129	150	60
39	245	445	488	88
40	66	73	98	70
Total	1,257	1,933	2,438	---
Range	---	---	---	58-100
Median	---	---	---	72.5
Average	157.12	214.78	270.89	76.0

**TABLE XIX (A) - PERIODICALS RECEIVED IN PUBLIC
LIBRARIES, FOUR-COUNTY AREA,
1955, 1960, 1964
(Continued)**

Library No.	1955	1960	1964	% OF TITLES RETAINED IN BACK FILES AT LEAST 5 YEARS-1964 Report
41	68	102	189	---
42	100	117	120	50
43	---	24	28	30
44	152	151	143	75
45	37	---	---	---
46	129	119	135	60
47	50	53	78	20
48	45	70	163	50
49	---	27	40	50
50	22	16	28	2
51	409	465	443	60
52	50	45	---	---
Total	1,062	1,190	1,368	---
Range	---	---	---	2-75
Median	---	---	---	40
Average	106.20	108.18	136.80	44.11
53	150	166	210	73
54	166	133	304	25
55	181	161	239	90
56	195	337	350	60
57	200	212	154	85
Total	892	1,009	1,257	---
Range	---	---	---	25-90
Median	---	---	---	73
Average	178.40	201.80	251.40	66.6
58	659	665	850	90
59	202	238	407	23
60	133	138	253	40
Total	994	1,033	1,510	---
Range	---	---	---	23-90
Median	---	---	---	40
Average	331.33	344.33	503.33	51
Grand Total	13,244	16,571	90,607	---
Grand Range	---	---	---	0-100
Grand Median	---	---	---	60
Grand Average	220.7	276.2	1,510.1	59.25

**TABLE XX - NUMBER VOLUMES WITHDRAWN
DURING YEAR, 1964 ANNUAL REPORT**

Library No.	No. vols. withdrawn in 1964	% withdrawn as compared to total collection	% withdrawn as compared to volumes added in 1964
01	5,511	4.6	50.8
02	2,012	5.4	37.1
03	3,854	4.5	71.1
04	1,909	3.4	39.9
05	2,892	3.2	61.5
06	6,070	3.2	44.2
07	94	.3	.9
08	64	.2	3.7
09	---	---	---
10	494	1.7	16.5

(Continued on next page)

**TABLE XX - NUMBER VOLUMES WITHDRAWN
DURING YEAR, 1964 ANNUAL REPORT
(Continued)**

Library No.	No. vols. withdrawn in 1964	% withdrawn as compared to total collection	% withdrawn as compared to volumes added in 1964
11	12,822	5.2	61.3
12	3,293	10.1	136.9
13	273	.31	1.4
14	6	.1	.7
15	22,591	4.6	58.1
16	157,662	5.1	60.1
17	1,273	2.7	34.3
18	1,594	2.5	23.6
19	398	.7	6.3
20	14,576	4.1	57.1
21	3,276	1.7	36.2
22	549	.9	6.4
23	3,603	6.2	79.8
24	193	.8	6.4
25	5,534	2.8	33.54
26	1,419	5.0	54.2
27	79	1.0	14.0
28	5,022	8.2	99.9
29	(included with Los Angeles County report)		
30	35	2.3	63.6
31	1,701	1.8	20.1
Total	258,799	4.4	51.2
32	5,946	4.7	19.4
33	1,849	1.8	10.1
34	4,211	4.0	61.1
35	2,674	2.9	32.5
36	1,840	3.2	22.0
37	3,010	4.6	45.0
38	268	.7	13.0
39	7,159	4.4	43.3
40	97	.4	3.7
Total	27,054	3.5	27.0
41	423	.9	10.7
42	599	2.3	33.0
43			
44	785	1.8	67.32
45			
46	161	.5	8.8
47	479	2.0	33.5
48	1,322	3.2	34.4
49	129	1.2	13.9
50	135	4.4	57.4
51	30,276	6.3	88.8
52			
Total	34,309	4.8	69.6
53	244	.7	13.0
54	4,023	4.6	38.2
55	2,847	2.6	56.2
56	8,888	6.3	81.1
57	808	1.6	32.6
Total	16,810	8.1	54.4
58	81,741	3.6	33.0
59	20,114	5.9	22.2
60	24,293	4.1	35.3
Total	126,148	4.0	31.0
Grand Total	463,120	4.4	42.4

**TABLE XXI - CHECKLISTS OF BOOKS
AMERICAN PAINTINGS - SUGGESTED TITLES
FOR AREA COLLECTIONS**

	Los Angeles County	Orange County	Riverside County	San Bernardino County	City of Los Angeles	Total
Less than 10%	6	---	7	2	---	15
10.0%-24.9%	8	5	---	1	---	14
25.0%-49.9%	8	4	1	2	---	15
50.0%-74.9%	3	---	---	1	---	4
75.0%-89.9%	2	---	---	---	---	2
90% or more	1	---	---	---	1	2
No Report	3	1	4	---	---	8
TOTAL	31	10	12	6	1	60
Total Reporting	28	10	7	6	1	52

Note: Information in Table XXI, charts 1-14, was compiled from checklists of titles which were sent to individual libraries to be checked against their holdings.

**2-FIFTY TITLES ON INVESTMENTS AND
THE STOCK MARKET FOR AREA LIBRARIES**

	Los Angeles County	Orange County	Riverside County	San Bernardino County	City of Los Angeles	Total
Less than 10%	4	1	4	---	---	9
10.0%-24.9%	8	3	3	2	---	16
25.0%-49.9%	7	5	1	4	---	17
50.0%-74.9%	9	---	---	---	---	9
75.0%-89.9%	---	---	---	---	---	---
90% or more	---	---	---	---	1	1
No Report	3	1	4	---	---	8
TOTAL	31	10	12	6	1	60
Total Reporting	28	9	8	6	1	52

**3-FIFTY TITLES ON MINORITY GROUPS,
ESPECIALLY NEGROS, AND AMERICAN LIFE TODAY**

	Los Angeles County	Orange County	Riverside County	San Bernardino County	City of Los Angeles	Total
Less than 10%	1	---	3	---	---	4
10.0%-24.9%	4	3	2	1	---	10
25.0%-49.9%	11	3	1	3	---	18
50.0%-74.9%	7	4	1	1	---	13
75.0%-89.9%	4	---	---	1	---	5
90% or more	1	---	---	---	1	2
No Report	3	---	5	---	---	8
TOTAL	31	10	12	6	1	60
Total Reporting	28	10	7	6	1	52

(Continued on next page)

4-SCIENCE TITLES FOR AREA LIBRARIES

	Los Angeles County	Orange County	Riverside County	San Bernardino County	City of Los Angeles	Total
Less than 10%	2	---	2	---	---	4
10.0%-24.9%	4	2	2	2	---	10
25.0%-49.9%	11	7	2	2	---	22
50.0%-74.9%	9	1	1	2	---	13
75.0%-89.9%	1	---	---	---	---	1
90% or more	---	---	---	---	1	1
No Report	4	---	5	---	---	9
TOTAL	31	10	12	6	1	60
Total Reporting	27	10	7	6	1	51

5-FIFTY TITLES ON SPACE SCIENCE

	Los Angeles County	Orange County	Riverside County	San Bernardino County	City of Los Angeles	Total
Less than 10%	2	2	5	1	---	10
10.0%-24.9%	7	1	1	2	---	11
25.0%-49.9%	11	6	1	3	---	21
50.0%-74.9%	7	1	---	---	---	8
75.0%-89.9%	1	---	---	---	---	1
90% or more	---	---	---	---	1	1
No Report	3	---	5	---	---	8
TOTAL	31	10	12	6	1	60
Total Reporting	28	10	7	6	1	52

6-TITLES ON SOUTHEAST ASIA

	Los Angeles County	Orange County	Riverside County	San Bernardino County	City of Los Angeles	Total
Less than 10%	8	3	4	2	---	17
10.0%-24.9%	8	3	2	2	---	15
25.0%-49.9%	8	4	1	2	---	15
50.0%-74.9%	4	---	---	---	---	4
75.0%-89.9%	---	---	---	---	---	---
90% or more	---	---	---	---	1	1
No report	3	---	5	---	---	8
TOTAL	31	10	12	6	1	60
Total Reporting	28	10	7	6	1	52

7-URBAN RENEWAL

	Los Angeles County	Orange County	Riverside County	San Bernardino County	City of Los Angeles	Total
Less than 10%	5	3	7	---	---	15
10.0%-24.9%	6	3	1	2	---	12
25.0%-49.9%	11	4	---	4	---	19
50.0%-74.9%	4	---	1	---	---	5
75.0%-89.9%	1	---	---	---	---	1
90.0% or more	---	---	---	---	1	1
No Report	4	---	3	---	---	7
TOTAL	31	10	12	6	1	60
Total Reporting	28	10	7	6	1	53

8-NOTABLE BOOKS OF 1963 (Percentage of Titles Held)

	Los Angeles County	Orange County	Riverside County	San Bernardino County	City of Los Angeles	Total
Less than 10%	---	---	1	---	---	1
10.0%-24.9%	2	---	1	---	---	3
25.0%-49.9%	3	1	3	2	---	9
50.0%-74.9%	3	3	2	---	---	8
75.0%-89.9%	8	1	1	2	---	12
90% or more	11	2	---	2	1	16
No Report	4	3	4	---	---	11
TOTAL	31	10	12	6	1	60
Total Reporting	27	7	8	6	1	49

9-NOTABLE BOOKS FOR YOUNG PEOPLE (Percentage of Titles Held)

	Los Angeles County	Orange County	Riverside County	San Bernardino County	City of Los Angeles	Total
Less than 10%	---	1	1	---	---	2
10.0%-24.9%	2	---	1	---	---	3
25.0%-49.9%	1	---	---	---	---	1
50.0%-74.9%	5	3	3	3	---	14
75.0%-89.9%	8	---	2	1	---	11
90% or more	11	5	1	2	1	20
No Report	4	1	4	---	---	9
TOTAL	31	10	12	6	1	60
Total Reporting	27	9	8	6	1	51

10-NOTABLE CHILDREN'S BOOKS OF 1963 (Percentage of Titles Held)

	Los Angeles County	Orange County	Riverside County	San Bernardino County	City of Los Angeles	Total
Less than 10%	2	---	3	---	---	5
10.0%-24.9%	2	1	1	1	---	5
25.0%-49.9%	3	2	1	---	---	6
50.0%-74.9%	7	---	3	3	---	13
75.0%-89.9%	6	3	---	---	---	9
90% or more	7	2	---	2	1	12
No Report	4	2	4	---	---	10
TOTAL	31	10	12	6	1	60
Total Reporting	27	8	8	6	1	50

(Continued on next page)

11-SELECTED LIST OF PERIODICALS, CHECKLIST

	Los Angeles County	Orange County	Riverside County	San Bernardino County	City of Los Angeles	Total
Less than 10%	---	---	---	---	---	0
10.0%-24.9%	---	---	---	---	---	0
25.0%-49.9%	6	2	1	2	---	5
50.0%-74.9%	3	---	---	---	---	3
75.0%-89.9%	---	---	---	---	---	0
90% or more	---	---	---	---	1	1
No Report	4	2	---	---	---	6
Total	13	4	1	2	1	21
Total Reporting	9	---	---	---	---	15

This checklist was sent only to cities having over 50,000 in pop. - 15 answered - 21 cities were in the group.

12-FIFTY INDEXED, BIBLIOGRAPHIES AND ABSTRACTING SERVICE

	Los Angeles County	Orange County	Riverside County	San Bernardino County	City of Los Angeles	Total
Less than 10%	2	---	4	---	---	6
10.0%-24.9%	12	5	2	3	---	22
25.0%-49.9%	8	2	---	3	---	13
50.0%-74.9%	6	1	1	---	---	8
75.0%-89.9%	---	---	---	---	---	---
90% or more	---	---	---	---	1	1
No Report	3	2	5	---	---	10
TOTAL	31	10	12	6	1	60
Total Reporting	28	8	7	6	1	50

13-REFERENCE BOOK CHECKLIST

	Los Angeles County	Orange County	Riverside County	San Bernardino County	City of Los Angeles	Total
Less than 10%	1	---	1	---	---	2
10.0%-24.9%	1	1	---	---	---	2
25.0%-49.9%	5	---	4	1	---	10
50.0%-74.9%	11	4	2	3	---	20
75.0%-89.9%	8	4	1	2	---	15
90% or more	2	---	---	---	1	3
No Report	3	1	4	---	---	8
TOTAL	31	10	12	6	1	60
Total Reporting	28	9	8	6	1	52

14-A LIST OF BIBLIOGRAPHIES

	Los Angeles County	Orange County	Riverside County	San Bernardino County	City of Los Angeles	Total
Less than 10%	6	3	8	3	---	20
10.0%-24.9%	6	3	---	2	---	11
25.0%-49.9%	12	2	---	---	---	14
50.0%-74.9%	2	---	1	1	---	4
75.0%-89.9%	---	---	---	---	---	---
90% or more	2	---	---	---	1	3
No Report	3	2	3	---	---	8
TOTAL	31	10	12	6	1	60
Total Reporting	28	8	9	6	1	52

TABLE XXI(A) - PERCENTAGE OF 14 CHECKLISTS HELD BY LIBRARIES
IN LOS ANGELES METROPOLITAN AREA

Code No. of Library	#1 Am. Point.	#2 Inv., Stock	#3 Min. Group	#4 Science	#5 Space Science	#6 S.E. Asia	#7 Urban Ren.	#8 Notable Books	#9 Notable Books, Young People	#10 Notable Child- ren's Books	#11 Period- icals	#12 Indexes Bibl. Abst. Services	#13 Refer- ence Books	#14 Bibl.
01	36.11	56.00	74.00	56.63	48.00	52.83	43.48	95.83	100	80	37.7	30	---	25
02	13.89	8.00	20.00	27.71	14	3.77	10.87	79.17	59.37	30.91	---	14	44.78	---
03	50.00	56.00	62.00	54.22	50	26.42	32.61	91.67	93.75	60	---	24	83.58	25
04	16.67	14.00	34.00	45.78	24	22.64	23.91	79.17	90.62	40	---	20	60.70	11.36
05	50.00	50.00	64.00	49.40	38	24.53	50.0	97.92	81.25	92.73	---	28	74.13	34.09
06	30.56	30.00	34.00	27.71	26	30.19	21.74	75	87.50	43.64	43.5	26	71.64	13.64
07	11.11	40.00	34.00	18.07	30	11.32	26.09	45.83	53.12	78.18	---	56	52.24	20.45
08	5.56	20.00	12.00	16.87	14	7.55	6.52	25	50.00	21.82	---	12	26.87	2.27
09	11.11	40.00	40.00	38.55	40	9.43	13.04	---	68.75	78.18	37.9	18	72.64	20.45
10	11.11	14.00	32.00	18.07	34	1.89	8.70	79.17	90.62	21.82	---	10	41.79	2.27
11	---	44.00	62.00	72.29	46	33.96	43.48	91.67	---	---	---	40	75.12	36.36
12	5.56	16.00	18.00	31.33	18	13.21	10.87	41.67	56.25	92.73	---	10	73.13	11.36
13	13.89	38.00	48.00	50.60	60	26.42	47.83	93.75	96.87	94.55	36.3	26	79.10	29.55
14	---	---	18.00	6.02	8	3.77	8.70	16.67	15.62	5.45	---	6	48.26	---
15	88.89	60.00	86.00	74.70	66	32.08	78.26	95.83	100	83.64	---	58	91.04	47.73
16	100.0	100.0	100.0	97.59	100	100.0	100	100	100	100	---	94	96.52	90.91
17	25.00	24.00	38.00	26.51	22	9.43	19.57	66.67	84.37	56.36	---	20	43.78	---
18	---	---	---	---	---	---	---	---	---	---	---	---	---	---
19	16.67	40.00	40.00	38.55	54	13.21	26.09	95.83	87.50	70.91	---	24	68.66	27.27
20	41.67	58.00	80.00	67.47	44	43.40	47.83	95.83	100	98.18	66.6	64	80.10	63.64
21	61.11	56.00	78.00	59.04	60	52.83	45.65	87.50	100	87.27	55.9	60	74.63	52.27
22	27.78	16.00	38.00	34.94	40	15.09	50.0	91.67	96.87	74.55	---	18	76.62	47.73
23	44.44	64.00	50.00	44.58	44	35.85	30.43	77.08	78.12	74.55	---	16	77.61	25
24	5.56	6.00	28.00	61.45	20	9.43	50.00	62.50	46.87	92.73	---	30	82.09	47.73
25	77.78	56.00	78.00	59.04	56	56.60	45.65	100.0	96.87	89.09	48.2	50	87.06	36.36
26	13.89	20.00	26.00	20.48	20	13.21	6.52	62.50	81.25	58.18	---	18	65.67	20.45
27	2.78	2.00	6.00	8.43	6	3.77	6.52	12.50	12.50	9.09	---	---	13.93	4.55
28	36.11	24.00	50.00	---	50	20.75	39.13	87.50	78.12	65.45	---	30	70.65	47.73
29	---	---	---	---	---	---	---	---	---	---	---	---	---	---
30	---	---	---	---	---	---	---	---	---	---	---	---	---	---
31	44.44	36.00	70.00	42.17	48	37.74	---	85.42	87.50	90.91	43.3	30	73.63	34.09
32	25.00	48.00	66.00	55.42	70	39.62	36.96	70.83	90.62	90.91	34.0	---	83.58	40.91
33	---	---	---	---	---	---	26.09	---	---	---	---	---	---	---
34	44.44	30.00	54.00	38.55	44	28.30	19.57	85.42	93.75	87.27	---	20	85.07	11.36
35	19.44	32.00	32.00	44.58	28	11.32	19.57	93.75	68.75	---	---	28	64.68	15.91
36	13.89	22.00	24.00	30.12	16	9.43	8.70	68.75	90.62	47.27	---	16	58.71	6.82
37	11.11	24.00	46.00	33.73	28	32.08	17.39	68.75	90.62	100	---	24	72.64	9.09
38	11.11	6.00	22.00	24.10	00	1.89	4.35	---	---	23.64	---	10	23.38	2.27
39	30.56	42.00	54.00	48.19	40	18.87	36.96	---	50.0	80	49.4	52	79.10	22.73
40	16.67	24.00	26.00	25.30	26	16.98	4.35	37.50	62.50	40	---	16	51.24	---
41	---	---	---	---	---	---	4.35	---	---	---	---	---	---	9.09
42	2.78	10.00	12.00	16.87	8	1.89	2.17	31.25	62.50	41.82	---	4	46.77	2.27
43	---	---	---	---	---	---	---	---	---	---	---	---	---	---
44	2.78	2.00	12.00	10.84	4	1.89	---	25.00	56.25	7.27	---	10	29.35	---
45	---	---	---	---	---	---	---	---	---	---	---	---	---	---
46	5.56	8.00	8.00	24.10	8	---	2.17	29.17	62.50	67.27	---	8	61.69	---
47	---	16.00	34.00	33.73	8	20.75	10.87	60.42	75.0	18.18	---	---	74.63	4.55
48	8.33	12.00	24.00	27.71	8	11.32	6.52	52.08	75.0	60.0	---	12	48.26	4.55
49	5.56	8.00	6.00	3.61	12	3.77	---	18.75	21.87	9.09	---	4	27.36	---
50	---	2.00	---	---	---	---	---	2.08	---	---	---	---	2.49	---
51	47.22	46.00	74.00	51.81	40	45.28	69.57	89.58	90.62	60	46.8	60	85.57	52.27
52	---	---	---	---	---	---	---	---	---	---	---	---	---	---
53	2.78	12.00	16.00	19.28	10	9.43	10.87	43.75	65.62	67.27	---	12	38.81	2.27
54	2.78	26.00	44.00	30.12	24	16.98	39.13	87.50	84.37	61.82	---	20	70.65	6.82
55	36.11	38.00	82.00	67.47	46	28.30	32.61	95.83	93.75	98.18	---	40	84.58	18.18
56	52.78	26.00	48.00	46.99	28	13.21	34.78	85.42	71.87	65.45	35.6	36	71.64	50.0
57	16.67	16.00	26.00	24.10	6	9.43	10.87	39.58	71.87	12.73	---	14	50.75	---
58	97.22	74.00	96.00	84.34	84	60.38	71.74	100	100	100	62.7	68	91.54	65.91
59	47.22	40.00	56.00	49.40	32	32.08	41.30	91.67	93.75	81.82	41.2	44	85.57	29.55
60	33.33	46.00	64.00	54.22	46	28.30	26.09	95.83	90.62	100	94.8	32	79.10	18.18

TABLE XXII - SPECIAL COLLECTIONS

Los Angeles County:

California Institute of Technology
University of California at Los Angeles

University of Southern California

University of California at Riverside

Calif. State Polytechnic College,
Kellogg-Voorhis Campus
Immaculate Heart College
Los Angeles State College
Loyola University

Mount St. Mary's College
Southern California School of Theology
Whittier College
University of Redlands

Alhambra
Azusa
Burbank

Commerce
Covina
Glendale

Inglewood
Long Beach
Los Angeles

Monterey Park

Southern California Universities

History of Science.

The Sadleir Collection of Nineteenth century English fiction, the Children's book collection, Spinoza, Californiana, Western Americana, Southern California Imprints, and mss. of California authors, Theodore E. Cummings collection of Hebraica and Judaica, John A. Benjamin Collection of Medical History.

Cinema, contemporary American literature, philosophy, marine biology, world affairs.

Special subject strength: Periodical holdings in physics, chemistry mathematics and geology, sub-tropical horticulture, entomology, agriculture in arid lands, desert ecology, geography, music art.

Southern California State and Other Four Year Colleges

Arabian horse material.

Religious, psychology, theology, Semitica.

Printing and engraving; South Asia materials

Spanish culture and civilization (Del Amo), St. Thomas More, Oliver Goldsmith, Lord Dunsany.

Cardinal John Henry Newman material.

Cuneiform tables. N.T. Papyri, Methodist and Disciples of Christ history.

Materials on Society of Friends (Quakers), YMCA

Far East history, politics, government, culture, description and travel.

Southern California Public Libraries

Archaeology; anthropology.

Californiana, mineral collections.

Californiana; Western Americana; Modern American and British literature; D.H. Lawrence; H.L. Mencken; Aubrey Beardsley; F.D.R. and New Deal; Grabhorn and John Henry Nash imprints.

Business; finance; technology; law.

Egyptology; rare books, coviniana.

Children's books (esp. Hans Christian Anderson); notable collection of art and music books as Dr. Paul Dieterle collection of art prints and illustrations; music composed by Harold Davidson, some of which is in manuscript form; Californiana.

New technical books.

Long Beach history; petroleum industry; rare books.

CPS accounting; minor foreign language dictionaries; Mexicana and Californiana; genealogy; orchestral scores and parts; patents; telephone and city directories; materials of Czechoslovakia; theatrical performances in Los Angeles; shorthand; World War II materials. orchestra scores Paris; patents telephone and city directories.

Californiana, John Muir, Kafka, E. Phillips Oppenheim, Aldous Huxley, Ben Hecht.

TABLE XXII – SPECIAL COLLECTIONS (Continued)

Palos Verdes	Art.
Pasadena	Music; Californiana; fine arts.
Pomona	Californiana; local history and archives; Pomona Valley Historical Society; genealogy; philately; art of bookmaking and fine printing; sight saving collection; stamps and stamp collections.
Santa Monica	Art; Californiana; fine children's books.
Signal Hill	Law, paintings and art collections.
South Pasadena	Local history.
Whittier	Local history; Newbery and Caldecott collections.
Buena Park	American Indians.
Fullerton	Business; fine foods; management; art (the Norton Simon Collection – 500 vols. the Edward Mittelman collection).
Huntington Beach	Material on oil.
Newport Beach	Material on seamanship, yachting, sailing.
Orange	Children's books.
Yorba Linda	Local history.
Beaumont	Californiana.
Corona	Local history.
Riverside	Art and architecture; business and industry; mental hygiene; children's books.
San Jacinto	California, County and Local history.
Colton	Young adult, children's books.
Redlands	Early U.S. documents; Egyptian artifacts; early California magazines; Californiana; North American Indians; Lincolniana; Music; Western America fine press books, early almanacs; rare books; including French; Gutenberg Bible facsimile.
San Bernardino	Californiana.
Southern California County Libraries	
Los Angeles County	Californiana; Granger; World War I and II collections; family relations (San Vicente branch).
Orange County	Californiana; Art books and periodicals; County history; Californiana; including Orange County; California history collection of exploration and migration (Costa Mesa branch); genealogy.
Riverside County	(Same as City Library)
San Bernardino County	Local California history, including mss education materials in the Teacher's Collection.

Source: News Notes of California Libraries, statistical issues, 1963, 1964.

TABLE XXIII - BOOK CIRCULATION - FOUR-COUNTY AREA

Library No.	Total Book Circulation				Circulation Per Capita	Percent of Increase or Decrease in Book Circulation		
	1940	1950	1960	1964		1940-1950	1950-1960	1960-1964
01	378,602	397,735	515,503	477,936	7.6	5.1	29.6	-7.3
02	---	---	178,559	240,360	5.6	---	---	34.6
03	81,084	172,306	315,060	381,295	8.1	112.5	82.8	21.0
04	48,339	64,432	215,747	150,446	5.7	33.3	234.8	-30.3
05	205,891	222,893	199,710	157,670	4.6	8.3	-10.4	-21.1
06	134,219	396,008	540,829	605,934	6.3	195.0	36.6	12.0
07	Library not yet established			59,476	5.6	---	---	---
08	39,894	38,911	186,219	182,879	1.4	-2.5	378.6	-1.8
09	Library not yet established			232,677	3.5	---	---	39.8
10	40,227	37,019	78,275	80,799	5.0	-8.0	111.4	3.2
11	670,606	697,054	823,271	895,062	6.8	3.9	18.1	8.7
12	36,794	49,803	125,912	138,561	5.0	35.4	152.8	10.0
13	Library not yet established			465,616	5.4	---	---	---
14	Library not yet established			8,464	8.3	---	---	---
15	1,297,391	1,252,024	2,029,760	2,104,972	5.7	-3.5	62.1	3.7
16	9,498,993	8,204,082	11,446,063	14,017,708	5.2	-13.6	39.5	22.5
17	134,271	128,338	220,519	217,867	7.0	-4.4	71.8	-1.2
18	---	---	226,280	no report	---	---	---	---
19	---	36,150	145,897	257,155	5.9	---	303.6	76.3
20	1,266,781	1,153,976	1,338,492	1,235,137	10.0	-8.9	16.0	-7.7
21	258,922	272,421	466,334	513,534	6.3	5.2	71.2	10.1
22	125,152	128,067	239,814	266,032	4.9	2.3	87.3	10.9
23	111,653	134,793	268,008	225,391	16.2	20.7	98.8	-15.9
24	Library not yet established			62,092	3.9	---	---	---
25	562,929	601,976	761,000	687,047	7.8	6.9	26.4	-9.7
26	55,546	54,235	89,725	99,840	8.8	-2.4	65.4	11.3
27	10,104	7,203	---	---	---	-28.7	---	---
28	179,429	189,286	264,750	240,092	11.3	5.5	39.9	-9.3
29	figures given in Los Angeles County report				---	---	---	---
30	2,765	256	297	427	2.0	-90.0	16.0	43.8
31	255,245	305,452	368,724	481,966	6.9	19.7	20.7	30.7
32	151,373	134,802	401,517	735,474	5.0	-11.0	197.9	83.2
33	34,888	42,727	353,852	552,115	8.7	22.5	728.2	56.0
34	150,780	153,901	612,228	815,601	10.8	2.1	297.8	33.2
35	64,802	53,559	102,128	338,197	5.4	-17.4	90.7	231.2
36	73,093	106,523	218,812	311,675	8.8	45.7	105.4	42.4
37	156,990	146,200	243,494	393,229	6.0	-6.9	66.5	61.5
38	34,917	27,640	61,956	75,156	6.3	-20.9	124.2	21.3
39	409,717	409,070	618,471	846,466	6.4	-.2	51.2	36.9
40	27,518	17,265	35,067	75,959	16.9	-37.3	103.1	116.6
41	38,841	59,271	93,927	160,030	12.6	52.6	58.5	70.4
42	40,372	42,612	47,515	60,725	6.1	5.5	11.5	27.8
43	---	---	---	---	---	---	---	---
44	82,684	60,985	69,519	81,370	3.4	26.3	14.0	17.0
45	15,721	---	---	---	---	---	---	---
46	64,462	60,894	59,070	73,887	8.4	-5.5	-3.0	25.1
47	---	31,266	63,063	68,156	4.8	---	101.7	8.1
48	15,235	69,023	153,441	192,795	9.9	353.1	122.3	25.6
49	---	---	22,719	33,150	2.2	---	---	45.9
50	---	15,218	11,633	6,824	1.8	---	-23.6	-41.3
51	279,203	303,456	1,004,281	1,029,330	7.8	8.7	230.9	2.5
52	12,203	11,900	14,575	no report	---	-2.5	22.5	---
53	47,912	53,259	83,678	105,540	5.1	11.2	57.1	26.1
54	171,275	173,354	231,012	388,981	6.0	1.2	33.3	68.4
55	358,659	259,626	331,595	337,620	9.4	-27.6	27.7	1.8
56	271,458	272,080	452,502	513,169	4.8	.2	66.3	13.4
57	79,313	80,993	160,630	229,700	8.6	2.1	98.3	43.0
58	3,256,128	3,530,089	7,737,604	9,980,396	4.2	8.4	119.2	29.0
59	442,700	424,768	1,154,042	2,221,270	5.5	-4.1	171.7	92.5
60	439,834	471,945	1,257,756	1,631,699	3.9	7.3	166.5	29.7
Grand Total	22,308,074	21,556,846	37,877,793	45,658,749	5.0	-3.4	75.7	20.5

**TABLE XXIV - TOTAL NUMBER OF PEOPLE
WHO CAN BE SEATED IN EACH PUBLIC LIBRARY,
4-COUNTY AREA, PER 1000 POPULATION
(Libraries have been assigned a code number)**

Library Code Number		Library Code Number	
01	2.0	31	.28
02	1.85	32	3.64
03	6.39	33	--
04	5.44	34	3.69
05	1.80	35	1.3
06	4.70	36	4.61
07	9.81	37	2.53
08	2.32	38	2.50
09	1.27	39	1.9
10	7.35	40	6.22
11	3.0	41	9.00
12	--	42	--
13	1.5	43	--
14	28.24	44	2.82
15	2.55	45	--
16	2.10	46	4.19
17	3.02	47	3.12
18	4.31	48	2.78
19	1.17	49	4.63
20	5.94	50	.77
21	1.65	51	3.19
22	3.11	52	--
23	8.07	53	6.0
24	4.57	54	2.4
25	3.1	55	4.78
26	4.42	56	3.8
27	5.50	57	2.21
28	5.8	58	1.8
29	--	59	2.08
30	--	60	1.79

Source: Questionnaire to Libraries.

**TABLE XXV-PERSONNEL - FULL TIME EQUIVALENTS,
PROFESSIONAL AND NON-PROFESSIONAL - 1964**

Library Code No.	Total	Central Library		Branches		Total Librarians per 2000 population
		Prof.	Non-Prof.	Prof.	Non-Prof.	
01	35.20	10.20	23.90	1	.90	1.12
02	13	2.60	7		3.40	1.24
03	26	8.50	17.50			1.12
04	13.87	4	9.87			1.06
05	16.77	7	9.77			.98
06	51.70	12.50	22.12	11.50	11.50	1.08
07	17.67	3	9.33	1	4.50	3.34
08	13.50	3	10.50			.98
09	12.50	4	16.50			.26
10	11	7	7			1.36
11	78	17.50	32.75	13	14.75	1.18
12	10	4	6			.72
13	36.50	8	20.50	2	6	.86
14	1.50	1	.50			2.96
15	171.45	24.26	66.50	35.52	45.7	.92
16	1,057.25	113.50	411.50	207	325.25	.78
17	13.05	7	6.05			.84
18	16.88	4.62	12.25			.72
19	13	5.50	7.20		1.3	.60
20	120	23.75	53	19	25	1.96
21	44	17.50	25	1	.50	1.08
22	18.50	6	8.50	1	3	.68
23	14	5	9			2.00
24	8.33	3	5.33			1.06
25	62.50	15	33.40	5	9.1	1.42
26	6.25	2.80	3.43			1.10
27						
28	16	7	9			1.50
29						
30						
31	31.50	7	24.50			.90
Total	1,929.00	---	---	---	---	.86
32						
33	42.75	10	32.75			1.34
34	41.20	11.60	22	2.60	5	1.10
35	21.25	3	13.25		5	.68
36	19.50	4	9	2	4.50	1.10
37	21	6	15			.64
38	4	1				.68
39	54.50	11.50	33	1	9	.82
40	4.50	1.50	3			2.00
Total	208.70	---	---	---	---	.70
41	10	2	8			1.58
42						
43	1.25	1	.25			.40
44	4.50	3	1.50			.38
45						
46	5	3.50	1.50			1.14
47	4.75					.66
48						
49	4.12	2	2	.12		.54
50						
51	70.30	11.50	29.30	4.50	25	1.06
52						
Total	99.9	---	---	---	---	.80
53	6.50	1	5.50			.64
54	16	4	12			.50
55	12	7	5			.66
56	43.50	10.50	18.50	4	10.50	.82
57	12	3.25	8.75			.90
Total	90.00	---	---	---	---	.72
58	630.38	32.90	136.07	77	384.41	.54
59	187	17	40.75	5	125	.92
60	103.80	17.20	33.80	3	49.80	.50
Total	921.13	---	---	---	---	.52
Grand Total:	3,248.73	---	---	---	---	.70

Source: Questionnaire to libraries.

**TABLE XXVI-RELATION OF PROFESSIONAL
CHILDREN'S LIBRARIANS TO POPULATION**

Ratio of Children's Librarians to Population	COUNTIES					City of Los Angeles	Total
	Los Angeles	Orange	Riverside	San Bernardino			
None	3	2	5	1			11
1 to 100,000 or more	1	1		2			4
1 to 75,000 - 99,999	1						1
1 to 50,000 - 74,999	1	2		1			4
1 to 40,000 - 49,999	3		1		1		5
1 to 30,000 - 39,999	4	3		1			8
1 to 20,000 - 29,999	9			1			10
1 to 10,000 - 19,999	5	1	2				8
1 to under 10,000	1		1				2
No Report	3	1	3				7
TOTAL	31	10	12	6			60
Total Reporting	28	9	9	6			53

**TABLE XXVII - RELATION OF PROFESSIONAL
ADULT LIBRARIANS TO POPULATION**

Ratio of Adult Librarians to Population	COUNTIES					City of Los Angeles	Total
	Los Angeles	Orange	Riverside	San Bernardino			
None			2				2
1 to 100,000 or more							
1 to 75,000 - 99,999							
1 to 50,000 - 74,999							
1 to 40,000 - 49,999							
1 to 30,000 - 39,999	1						1
1 to 20,000 - 29,999	1	2		2			5
1 to 10,000 - 19,999	8	4	2	2			16
1 to under 10,000	18	3	5	2	1		29
No Report	3	1	3				7
TOTAL	31	10	12	6	1		60
Total Reporting	28	9	9	6	1		53

Source: Questionnaire to libraries and annual reports of libraries.

TABLE XXVIII - OPERATING EXPENSES-1964

Library No.	Totals	Salaries	% of Total Operating Expenses	Library Materials (books periodicals, audio-visual)	% of Total Operating Expenses	Service and Supplies	% of Total Operating Expenses	Capital Outlay
01	\$ 269,312	\$ 186,816	69.37	\$ 40,424	15.01	\$ 42,172	15.66	\$ 5,872
02	94,576	64,215	68.00	16,894	18.00	13,467	14.00	1,419
03	241,657	159,100	66.00	42,684	18.00	39,873	16.00	208
04	108,612	68,841	---	20,354	---	19,416	---	5,790
05	12,683	95,991	78.00	17,263	14.00	8,429	8.00	600
06	393,283	263,906	67.00	49,352	---	80,025	---	300,634
07	208,538	112,048	53.00	64,550	31.00	31,940	16.00	54,600
08	97,328	66,374	68.00	6,954	7.00	24,000	25.00	10,077
09	133,956	91,637	68.50	19,438	14.50	22,881	17.00	3,070
10	59,773	40,432	67.60	14,234	23.9	5,067	8.50	217,392
11	532,601	382,907	72.00	62,372	12.00	86,962	16.00	27,924
12	67,496	53,467	79.20	9,116	13.50	4,913	7.30	154
13	289,441	190,633	66.00	73,091	25.00	25,717	9.00	122,458
14	12,300	8,021	67.50	2,967	25.00	900	7.50	1,160
15	1,312,546	1,042,806	79.45	132,470	10.09	137,270	10.46	4,324
16	7,483,293	5,913,659	79.03	883,180	11.80	686,454	9.17	287,154
17	98,649	72,739	74.00	14,176	14.00	11,734	12.00	11,750
18	124,931	80,104	64.00	21,897	17.50	22,930	18.50	909
19	115,118	70,338	61.10	25,397	22.05	19,382	16.83	25,113
20	784,780	628,151	80.00	78,717	10.10	77,912	9.90	15,573
21	354,410	259,514	67.00	47,975	17.00	46,921	16.00	5,356
22	139,190	99,731	72.00	26,676	19.00	12,783	9.00	15,872
23	125,704	91,777	73.00	17,539	14.00	16,388	13.00	1,593
24	86,982	49,949	57.43	22,470	25.83	14,563	16.74	4,778
25	452,635	346,390	76.50	60,570	13.4	45,675	10.10	254,824
26	43,615	28,223	65.00	7,120	16.00	8,096	19.00	1,100
27	6,050	3,993	66.00	1,530	25.00	527	.09	150
28	120,413	90,972	75.50	14,086	11.7	11,155	9.30	1,069
29	included in L.A. County Report							
30	1,993	1,583	79.00	344	17.00	66	4.00	---
31	258,097	154,322	---	45,981	---	57,794	---	11,140
Total	---	11,341,618	---	1,839,821	---	---	---	---
32	485,132	322,315	66.00	105,944	22.00	56,873	12.00	3,632
33	335,460	221,974	66.00	65,321	20.00	48,165	14.00	13,069
34	293,458	229,605	77.00	29,661	11.00	35,375	12.00	5,946
35	138,317	96,150	69.50	28,804	20.80	13,363	9.70	3,756
36	160,733	115,903	72.11	28,715	17.86	16,115	10.03	---
37	156,438	109,806	70.20	24,223	15.50	22,409	14.30	2,554
38	42,359	27,993	66.00	8,700	18.00	5,665	16.00	15,792
39	413,516	285,069	69.00	67,090	16.00	61,357	15.00	3,665
40	35,206	21,544	61.00	8,534	24.00	5,128	14.00	147
Total	---	1,430,359	---	366,992	---	---	---	---
41	62,321	40,321	64.90	15,053	20.90	8,836	14.2	3,777
42	24,388	17,422	71.00	5,559	22.00	1,407	.07	470
43	7,387	5,180	70.00	390	5.00	1,817	25.00	---
44	31,750	23,768	74.00	4,140	14.00	3,842	12.00	---
45	---	---	---	---	---	---	---	---
46	30,448	21,853	72.00	4,495	15.00	4,100	13.00	2,166
47	26,608	20,205	75.94	2,865	10.77	3,538	13.29	365
48	85,388	65,596	76.90	9,675	11.30	10,117	11.8	4,688
49	27,609	18,317	---	3,353	---	5,939	---	13,065
50	4,365	2,820	---	675	---	870	---	---
51	497,415	344,046	69.10	89,831	18.40	63,538	12.50	7,420
52	---	---	---	---	---	---	---	---
Total	---	560,639	---	134,036	---	---	---	---
53	40,648	29,661	73.00	7,520	19.00	3,467	---	187
54	145,801	81,328	61.30	35,616	24.40	20,857	14.30	636
55	109,770	77,904	71.00	14,801	14.00	17,065	15.00	2,380
56	271,358	192,988	71.00	40,850	15.00	37,519	14.00	55,610
57	71,467	56,340	---	11,015	---	4,112	---	958
Total	---	438,221	---	109,802	---	---	---	---
58	5,331,052	3,287,981	61.67	841,294	15.78	1,201,777	22.55	816,207
59	1,123,706	787,676	70.00	158,848	14.00	177,182	16.00	58,188
60	858,706	522,055	60.80	198,163	23.10	138,488	16.10	15,109
Total	---	4,597,712	---	1,198,305	---	---	---	---
Grand Total	---	18,368,549	74.30	3,648,956	14.70	---	---	---

Source: Annual Reports of Libraries.

**TABLE XXIX - PER CAPITA LIBRARY EXPENDITURES, 1964
4-COUNTY AREA**

Library No.	Population	Operating Expenses	Per capita expenditures
01	62,523	\$269,312	\$ 4.31
02	42,605	94,576	2.22
03	46,831	241,657	5.16
04	26,230	108,612	4.14
05	34,377	121,683	3.54
06	96,047	393,283	4.09
07	10,600	208,538	19.67
08	27,434	97,328	3.55
09	93,407	133,956	1.43
10	16,175	59,733	3.69
11	132,000	532,601	4.03
12	27,918	67,496	2.42
13	85,435	289,441	3.39
14	1,014	12,300	12.13
15	368,782	1,312,546	3.56
16	2,701,235	7,483,293	2.77
17	30,902	98,649	3.19
18	47,185	124,931	2.59
19	43,526	115,118	2.64
20	122,992	784,780	6.38
21	81,900	354,410	4.33
22	54,268	139,190	2.56
23	13,891	125,704	9.05
24	15,733	86,982	5.53
25	88,097	452,635	5.14
26	11,300	43,615	3.86
27	6,244	6,050	.97
28	21,316	120,413	5.65
29	126,864	included in L.A. County report	
30	208	1,993	9.58
31	69,428	258,097	3.72
Total	4,506,467	14,139,922	3.14
32	146,515	485,132	3.31
33	63,670	335,460	5.27
34	75,340	293,458	4.00
35	63,058	138,317	2.19
36	35,617	160,733	4.51
37	64,950	156,438	2.41
38	12,000	42,359	3.53
39	131,870	413,516	3.14
40	4,500	35,206	7.82
Total	597,570	2,060,619	3.46
41	12,718	62,321	4.90
42	9,989	24,388	2.44
43	6,292	7,387	1.17
44	23,787	31,750	1.33
45	2,593	9,610	3.71
46	8,827	30,448	3.45
47	14,224	26,608	1.87
48	19,532	85,388	4.37
49	15,243	27,609	1.81
50	3,705	4,365	1.18
51	131,843	497,415	3.77
52	3,525	no report	
Total	252,278	807,289	3.20
53	20,520	40,648	1.98
54	64,240	145,801	2.27
55	36,070	109,770	3.04
56	105,960	271,358	2.56
57	26,660	71,467	2.68
Total	253,450	639,044	2.52
58	2,377,265	5,331,052	2.28
59	403,751	1,123,706	2.78
60	414,100	858,706	2.07
Total	3,594,270	7,313,464	2.29
Grand Total	9,204,055	24,960,338	2.71

Source: Annual reports of libraries.

TABLE XXX-SELECTED SOUTHERN CALIFORNIA UNIVERSITIES

	Enrollment date		Library Collection		Total no. Personnel in terms of full-time equivalents		Operating Expenditures		Books and other library materials		Per student expenditure	Total Operating expenditure as a % of total		Beg. salary of lib. sch. grad. (5th yr. degree) without experience
			No. of vols. at end of year	No. of vols. added during year	No. of periodicals received	of inter-library loan transaction	Pro-fessional	Non-Pro-fessional	Total Salaries	Salaries				
Los Angeles County:														
Associated Colleges:	2,568	10-24	348,385	15,282	3,282	913	12.0	15.5	\$279,849	\$139,076	67,515	109		5,500
** Honnold Library														
Claremont Graduate School														
Harvey Mudd Coll.														
Pomona College														
Claremont Men's College														
Scripps College	318		57,530	1,204	150		1.0	1.0	29,734	19,352	7,564	94	4.1	---
California Institute of Technology	1,339	25-49	143,397	7,697	2,681	10,766	9.0	12.0	239,828	115,031	85,562	179	1.5	---
University of Calif. at Los Angeles	20,189	25-49	1,866,651	154,104	27,556	15,371	119.0	146.2	3,391,722	1,598,167	1,046,493	168	4.6	5,280
University of Southern Calif.	18,477	25-49	1,052,942	47,228	6,904	2,699	51.7	58.0	944,823	532,930	238,668	51	3.4	5,200
** Honnold Library houses libraries of Claremont Graduate School, Claremont Men's College, Harvey Mudd College and Pomona College														
Riverside County:														
University of Calif. at Riverside	2,173	10-24	205,013	27,423	3,896	2,600	14.5	28.5	672,572	226,610	347,112	310	5.7	5,412

Sources:

1. Statistics, except for enrollment figures, compiled from U.S. Dept. of Health, Education and Welfare, Office of Education, Library Statistics of Colleges and Universities, 1962-63: Institutional Data. Washington, D.C. 1964.
2. Enrollment figures compiled from California State Dept. of Finance, Report of Total and Full-Time Enrollments in California Institutions of Higher Education. Fall 1963, Sacramento, March 1964.

**TABLE XXX (A) – SELECTED SOUTHERN
CALIFORNIA UNIVERSITIES, 1962-63**

Grand Totals for Enrollment, Acquisitions, expenditures (desired from figures in Table XXX)

Total Student Enrollment	Total Volumes	Vols. per student	Vols. Added 1962-63	Vols. Added Per Student	Total oper. Expenditures for the libraries	Expend. for Books	Exp. for Books as percent of whole lib. budget	Per Student Expend.
45,064	3,673,918	81.53	298,002	.99	5,558,528	1,792,914	32.2	\$123.34

**TABLE XXX (B) – SELECTED SOUTHERN
CALIFORNIA UNIVERSITIES, 1962-63**

	No. vols. Per Student	No. vols. Added Per Student 1962-63	No. periodicals received Per Student, 1962-63	Per cent of Lib. Budget spent for Books and Lib. Materials	Expenditure Per Student
Los Angeles County					
Associated Colleges:					
Honnold Library	135	5.95	1.28	24.1	\$109
Scripps College	180.91	3.79	.47	25.4	94
California Institute of Technology	107	5.75	2	35.6	179
University of California at Los Angeles	92.46	7.63	1.36	30.8	168
University of Southern California	56.99	2.56	.37	25.2	51
Riverside County					
University of California at Riverside	94.34	12.62	3.32	51.6	310

Note: See Table XXX for data from which these summaries were tabulated.

**TABLE XXXI- SELECTED SOUTHERN CALIFORNIA STATE AND OTHER FOUR YEAR
COLLEGES-LIBRARY STATISTICS 1962-63* (PART I)**

	Enrollment Date		Library Collection			Total No. of Interlibrary Loan Transactions
	No. of Students (Incl. Terminal Occupational)	Percent Graduate Students	No. of Vols. at End of Year	No. of Vols. Added During Year	No. of Periodicals Received	
Los Angeles County						
Azusa College	209		23,650	1,958		5
Bible Institute of Los Angeles	1,319	1.9	60,368	5,425	722	61
Calif. College of Medicine	362		32,354	523	383	86
Calif. State Polytechnic College - Kellogg- Voorhis Campus	13,440	1.9	49,495	10,458	878	66
Fuller Theological Inst.	285	25.49	100,000	5,000	500	85
Hebrew Union College	179	10.24	40,000	1,200	95	78
Immaculate Heart College	1,460	24.49	96,729	3,851	610	48
La Verne College	589	1.9	33,173	2,584	381	6
Long Beach State College	12,887	10.24	149,341	13,003	1,425	487
Los Angeles State College of Applied Arts and Sciences	18,557	25.49	167,741	28,163	2,500	375
Loyola University	1,917	1.9	145,146	13,729	546	70
Marymount College	253	1.9	36,915	3,295	476	5
Mt. St. Mary's College	1,344	10.24	67,196	4,839	467	18
Occidental College	1,530	1.9	175,181	7,896	804	68
Pasadena College	1,135	10.24	83,843	6,658	581	24
Pepperdine College	1,264	1.9	68,128	4,129	527	21
San Fernando Valley State College	9,045	25.49	111,212	20,306	1,654	304
Southern Calif. School of Theology	136	10.24	71,255	5,199	391	93
Whittier College	1,551	10.24	66,512	2,353	492	128
Orange County						
Orange State College	2,538	25.49	52,645	22,288	1,244	103
Chapman College	1,081	10.24	42,546	2,591	402	39
Riverside County						
Calif. Baptist College	432		43,424	9,775	550	2
La Sierra College						
San Bernardino County						
Loma Linda Univ.	1,066	10.24	131,104	9,014	2,851	899
Univ. of Redlands	1,557	10.24	128,505	4,952	954	45
Upland College	119		19,813	858	195	1
Totals:	64,255		1,996,276	190,047	19,628	

*Includes only colleges having almost 20,000 volumes.

Sources: U. S. Dept. of Health, Education and Welfare. Office of Education. Library Statistics of Colleges and Universities.
California State Dept. of Finance. Report of Total and Full-Time Enrollments in California Institutions of Higher Education

TABLE XXXI - SELECTED SOUTHERN CALIFORNIA STATE AND OTHER FOUR YEAR COLLEGES - LIBRARY STATISTICS 1962 - 63* (PART 2)

	Personnel In Terms Of Full-Time Equivalents		Operating Expenditures		Books And Other Library Materials	For Student Expendi- tures	Total Op. Expendi- ture As Of Percent Of Total Expend. For Educ. And Gen. Purp.	Beg. Salary Of Lib. Sch. Grad. (5th yr. Degree) Without Experience
	Pro- fessional	Non- Professional	Total	Salaries				
Los Angeles County								
Azusa College	1.5	---	\$19,157	\$8,695	\$ 5,224	92	7.2	
Bible Institute of Los Angeles	3.0	5.0	59,613	23,888	15,963	45	4.9	5,100
Calif. College of Medicine	2.0	2.0	22,445	13,406	5,080	62	1.7	
Calif. State Polytechnic College - Kellogg- Voorhis Campus	9.0	10.0	201,853	115,351	72,350	65	5.9	5,400
Fuller Theological Inst.	1.0	3.0						
Hebrew Union College	1.0	1.0						
Immaculate Heart College	5.5	1.0	61,488	32,300	13,535	42	6.1	
La Verne College	2.0	2.0	40,713	20,650	11,435	69	7.3	
Long Beach State College	32.0	29.0	588,532	352,629	121,145	46	6.2	
Los Angeles State College of Applied Arts and Sciences	42.0	39.0	752,899	461,795	209,573	41	6.4	5,400
Loyola University	6.0	4.0	99,242	54,795	25,648	52	7.7	
Marymount College	3.0	1.0	38,794	25,200	8,475	153	9.3	5,000
Mt. St. Mary's College	5.0	3.5	67,863	43,496	14,162	50	6.8	5,800
Occidental College	5.0	10.0	132,801	76,864	37,104	87	4.2	
Pasadena College	3.0	5.5	63,342	29,125	16,608	56	4.8	
Pepperdine College	3.0	.5	45,721	21,721	13,581	36	2.1	5,000
San Fernando Valley State College	23.0	18.0	497,952	247,952	167,960	55	7.4	
Southern Calif. School of Theology	4.0	1.0	50,453	26,117	15,665	370	14.2	
Whittier College	2.0	1.0	41,574	17,020	14,206	27	1.9	5,000
Orange County:								
Orange State College	10.7	12.0	391,147	148,775	208,935	154		5,400
Chapman College	3.0	1.0	35,638	12,895	16,878	33	3.8	4,500
Riverside County								
Calif. Baptist College	3.0	1.0	51,277	18,200	15,115	119	10.0	5,000
La Sierra College								
San Bernardino County:								
Loma Linda Univ.	6.3	14.0	143,991	73,474	52,572	135	2.2	4,752
Univ. of Redlands	5.0	7.8	111,273	66,496	24,244	71	5.0	5,400
Upland College	1.5		12,114	6,581	3,955	102	5.0	
Totals:			\$3,529,882		\$1,089,413			

*Includes only colleges having almost 20,000 volumes.

Sources: U.S. Dept. of Health, Education and Welfare. Office of Education. Library Statistics of College and Universities.
California State Dept. of Finance. Report of Total and Full-Time Enrollments in California Institutions of Higher Education.

**TABLE XXXII - LIBRARY STATISTICS - SELECTED SOUTHERN CALIFORNIA
STATE AND OTHER FOUR YEAR COLLEGES, 1962-63**

	No. Vols. Per Student	No. Vols. Added Per Student, 1962-63	No. Periodicals Received Per Student	Percent of Library Budget Spent on Books & Lib. Materials	Expenditure Per Student
Los Angeles County					
Azusa College	113	9.37		27	\$ 92
Bible Institute of Los Angeles	46	4	.55	26	45
Calif. College of Medicine	89	1.44	1	22	62
Calif. State Polytechnic College - Kellogg- Voorhis Campus	14	3	.26	35	59
Fuller Theological Inst.	350	18	1.75		
Hebrew Union College	223	6.70	.53		
Immaculate Heart College	66	2.64	.42	22	42
La Verne College	56	4.39	.65	28	69
Long Beach State College	12	1.01	.11	20	46
Los Angeles State College	9	1.52	.13	27	41
Loyola Univ.	75	7.16	.28	25	52
Marymount College	145	13.02	1.88	21	153
Mt. St. Mary's College	50	3.60	.35	20	50
Occidental College	114	5.16	.53	27	87
Pasadena College	74	5.87	.51	26	56
Pepperdine College	54	3.27	.42	29	36
San Fernando State	12	2.24	.18	33	55
Southern Calif. School of Theology	524	38.23	2.88	31	370
Whittier College	43	1.52	.32	40	27
Orange County					
Orange State College	21	9	.49	53	154
Chapman College	39	2.40	.37	36	33
Riverside County					
Calif. Baptist College	100	23	1.27	29	119
La Sierra College					
San Bernardino County					
Loma Linda Univ.	123	8	2.67	36	135
Univ. of Redlands	83	3	.61	59	71
Upland College	166½	7	1.64	32	102

**TABLE XXXII (A)
SELECTED SOUTHERN CALIFORNIA STATE AND OTHER FOUR YEAR COLLEGES, 1962-63
Grand Totals for 26 Colleges**

Student Enrollment	Total Vols.	No. Vols. Per Student	No. Vols. Added 1962-63	No. Vols. Added Per Student	No. Periodicals Received	No. Periodicals Per Student	Total Library Oper- ating Budgets
64,255	1,996,276	31	190,047	2.96	19,628	.31	3,529,882
		Expenditure for Books and Other Library Material		Percent of Budget for Books and Library Materials		Per Student Expenditure	
		1,089,413		30.8		\$54.94	

Note: See Table XXXI for data from which these summaries were tabulated.

TABLE XXXIII - SELECTED SOUTHERN CALIFORNIA JUNIOR COLLEGE LIBRARIES
ANNUAL STATISTICS FOR 1962-63*

Enrollment date	Library Collection					Personnel in terms Operating Expenditures of full-time					Per student expendi- ture	Total op- ture as of % of total expendi- for educ. and gen. group	Beg. salary of lib. sch. grad. (5th yeardeg.) without exper- ience.	
	No. of students (incl. terminal occupa- tional)	Hours per week library was open	No. of vols at end of year	No. of vols. added during year	No. of periodi- cals re- ceived	Total No. of inter-library loan transaction	Pro- fessional equivalents	Nonpro- fessional equivalents	Total	Salaries				Books and other library materials
Los Angeles County:														
Cerritos College	7,482	65	21,432	5,073	363	76	3.0	3.0	77,740	43,125	24,711	10	3.2	7,560
Citrus College	4,441	67	18,000	2,000	375	171	3.1	4.0	50,378	30,093	17,019	11	4.3	---
Compton Jr. College	4,812	59	29,000	2,000	160	2	2.5	3.0	48,547	32,773	11,252	10	2.8	6,570
East Los Angeles City College	9,542	63	42,845	3,822	421	10	3.0	6.0	92,615	51,682	34,660	10	2.1	---
El Camino College	12,506	61	37,102	3,189	276	3	4.0	9.5	69,580	45,202	19,830	6	1.5	6,200
Glendale College	3,388	73	20,000	2,022	245	1	2.5	2.5	50,785	35,740	12,223	15	2.5	6,010
Long Beach City College	13,917	--	76,143	3,952	349	20	5.3	5.0	96,471	72,495	12,301	7	2.1	5,675
Los Angeles City College	18,173	40	104,595	7,418	700	9	6.0	7.0	160,052	195,000	46,106	9	--	5,800
Los Angeles Harbor College	3,210	65	29,077	4,717	354	5	3.9	4.0	105,001	60,807	32,858	33	6.8	---
Los Angeles Pierce College	4,969	57	39,878	4,400	520	1	3.4	4.0	86,268	46,447	34,915	17	4.3	---
Los Angeles Valley College	14,387	65	46,962	7,801	558	19	5.8	6.0	135,646	74,604	53,406	9	--	---
Mt. San Antonio College	8,960	64	42,034	3,481	641	42	8.0	11.4	158,802	112,657	27,950	18	4.8	---
Pasadena City College	11,506	66	68,268	3,343	500	13	8.0	4.5	136,395	93,571	25,089	12	2.4	6,105
Santa Monica City College	11,444	64	35,479	2,500	300	--	4.0	4.0	75,563	54,701	14,742	7	2.3	---
Orange County:														
Fullerton Junior College	8,426	57	32,477	4,069	447	99	5.0	5.6	114,921	78,401	26,500	14	3.0	6,100
Orange Coast College	6,608	60	19,203	2,829	137	97	3.4	3.2	61,122	38,537	13,100	9	2.3	6,100
Santa Ana College	5,313	67	28,723	1,334	226	65	2.5	1.0	36,768	18,605	7,525	7	1.9	---
Riverside County:														
Riverside Junior College	5,274	73	31,619	2,688	349	4	3.6	4.5	67,584	46,254	15,600	13	2.7	5,975
San Bernardino County:														
Chaffey College	1,953	58	23,707	3,194	389	15	2.0	4.0	59,610	33,576	20,650	31	3.8	5,174
San Bernardino Valley College	9,901	65	43,589	3,071	295	52	3.0	5.0	36,097	54,846	21,690	13	2.8	---

*Includes only colleges having approximately to 20,000 volumes
Sources: U.S. Dept. of Health, Education and Welfare, office of Education. California State Dept. of Finance.

TABLE XXXIII (A)
SELECTED SOUTHERN CALIFORNIA JUNIOR COLLEGE LIBRARIES, 1962-63
(Annual Statistics Continued)

	No. Vols. Per Student	No. Vols. Added Per Student 1962-63	No. Periodicals Received Per Student 1962-63	Percent of Lib. Budget Spent for Books & Lib. Materials	Expenditure Per Student
Los Angeles County					
Cerritos College	3	.68	.05	31%	\$10
Citrus College	4	.45	.08	33	11
Compton Junior College	6	.42	.03	23	10
East Los Angeles City College	4½	.40	.04	37	10
El Camino College	3	.25	.02	28	6
Glendale College	6	.60	.07	24	15
Long Beach City College	5½	.28	.03	12	7
Los Angeles City College	6	.41	.04	28	9
Los Angeles Harbor College	9	1.47	.11	31	33
Los Angeles Pierce College	8	.89	.10	40	17
Los Angeles Valley College	3	.54	.04	39	9
Mt. San Antonio College	4½	.39	.07	17	18
Pasadena City College	6	.29	.04	18	12
Santa Monica City College	3	.22	.03	19	7
Orange County					
Fullerton Junior College	4	.48	.05	23	14
Orange Coast College	3	.43	.02	21	9
Santa Ana College	5½	.25	.04	20	7
Riverside County					
Riverside Junior College	6	.51	.07	23	13
San Bernardino County					
Chaffey College	12	1.64	.20	34	31
San Bernardino Valley College	-	-	-	-	-

Total Student Enroll- ment	Total Vols.	No. Vols. Per Student	No. Vols. Added 1962-63	No. Vols. Added Per Stu- dent 1962-63	% Spent for Books and Library Materials
156,311	746,544	4.78	69,832	.45	26.7
Expendi- ture Per Student	Periodi- cals Re- ceived 1962-63	No. Periodi- cals Re- ceived Per Stu- dent 1962-63	Total Op. Expend. for Library	Total Exp. for Books and Other Library Materials	
\$10.77	7,310	.05	1,683,848	450,437	

TABLE XXXIV

JUNIOR COLLEGES - - California public junior colleges by county, with city, date of establishment, date the building housing the library was built, and name of the head librarian in 1963-64.

Junior College	Date Estab.	Yr. Bldg. Housing Library was Built
Los Angeles County		
Antelope Valley Junior College, Lancaster	1929	1960
Cerritos College, Norwalk	1956	1961
Citrus Junior College, Azusa	1915	1949
Compton Junior College, Compton	1927	1953
East Los Angeles College, Los Angeles	1945	1958
El Camino Junior College, via Torrance	1947	1953
Glendale Junior College, Glendale	1927	1937
Long Beach City Col., Liberal Arts Division	1927	1958
Long Beach City Col., Bus & Tech. Div.	1944	1936
Los Angeles City College, Los Angeles	1929	1937
Los Angeles Harbor College, Wilmington	1949	1950
Los Angeles Metropolitan College, Los Angeles	1950	1928
Los Angeles Pierce College, Woodland Hills	1947	1961
Los Angeles Trade-Technical, Los Angeles	1949	1926
Los Angeles Valley College, Van Nuys	1949	1959
Mount San Antonio College, Walnut	1946	1963
Pasadena City College, Pasadena	1924	1948
Rio Hondo Junior College, Whittier	1963	---
Santa Monica City College, Santa Monica	1929	1951
Orange County		
Fullerton Junior College, Fullerton	1913	1957
Orange Coast Junior College, Costa Mesa	1948	1951
Santa Ana Junior College, Santa Ana	1915	1958
Riverside County		
College of the Desert, Palm Desert	1962	1962
Mt. San Jacinto Junior College, Beaumont	1963	1928
Palo Verde Junior College, Blythe	1947	---
Riverside City College, Riverside	1916	1924
San Bernardino County		
Barstow Junior College, Barstow	1960	1964
Chaffey Junior College, Alta Loma	1916	1960
San Bernardino Valley Jr. Col., San Bernardino	1926	1962
Victor Valley Junior College, Victorville	1961	1960

Source: Information in Tables XXXIV - XXXVI and Tables XXXVIII - LII supplied by Marvin Howell, Director of a current State Survey of California School Libraries.

TABLE XXXV

BOOK COLLECTIONS IN INDIVIDUAL JUNIOR COLLEGES COMPARED WITH RECOMMENDED STANDARDS --
 Number of volumes reported, average daily attendance, volumes recommended by standards, number above or below standards.

Junior College	Volumes Reported	Average Daily Attendance	Number of Volumes Recommended By Standards*	Number Above or Below Standards
Los Angeles County				
Antelope Valley Junior College	15,000	1,516	25,000	-10,000
Cerritos College	26,115	3,950	45,000	-18,885
Citrus Junior College	22,000	2,476	30,000	- 8,000
Compton Junior College	27,965	2,894	35,000	- 7,035
East Los Angeles College	47,378	4,954	55,000	- 7,622
El Camino Junior College	33,631	7,247	80,000	-46,369
Glendale Junior College	20,000	3,515	45,000	-25,000
Long Beach City Col., Liberal Arts Division	57,000	5,213	60,000	- 3,000
Long Beach City Col., Bus. & Tech. Div.	14,689	3,724	45,000	-30,311
Los Angeles City College	104,594	9,329	100,000	+ 4,594
Los Angeles Harbor College	31,912	2,876	35,000	- 3,088
Los Angeles Metropolitan College	19,185	1,585	25,000	- 5,815
Los Angeles Pierce College	39,546	4,703	55,000	-15,454
Los Angeles Trade-Technical	29,743	6,609	75,000	-45,257
Los Angeles Valley College	53,682	6,333	70,000	-16,318
Mount San Antonio College	45,812	5,080	60,000	-14,188
Pasadena City College	71,265	10,733	115,000	-43,735
Rio Hondo Junior College	567	2,609	35,000	-34,433
Santa Monica City College	32,956	3,610	45,000	-12,044
Orange County				
Fullerton Junior College	36,239	7,128	80,000	-43,761
Orange Coast Junior College	22,525	6,362	70,000	-47,475
Santa Ana Junior College	27,115	3,075	40,000	-12,885
Riverside County				
College of the Desert	8,859	791	20,000	-11,141
Mt. San Jacinto Junior College	7,766	332	20,000	-12,234
Palo Verde Junior College	4,000	188	20,000	-16,000
Riverside City College	28,000	3,440	40,000	-12,000
San Bernardino County				
Barstow Junior College	7,386	372	20,000	-12,614
Chaffey Junior College	26,483	2,973	35,000	- 8,517
San Bernardino Valley Jr. College	32,312	5,461	60,000	-27,688
Victor Valley Junior College	6,979	486	20,000	-13,021

*National standards recommend a minimum of 20,000 volumes for junior colleges with up to 1,000 full-time equivalent students, with 5,000 additional volumes for every 500 students (full-time equivalent) beyond 1,000. The term "average daily attendance" is approximately equivalent to the term "full-time equivalent."

TABLE XXXVI

AGGREGATE BOOK COLLECTIONS IN JUNIOR COLLEGES COMPARED WITH RECOMMEND STANDARDS --
 Number of colleges per county, total volumes reported, total average daily attendance, aggregate volumes recommended by national standards, and aggregate volumes needed to meet recommended standards.

County	No. of Public Jr. Colleges	Total Volumes Reported	Total Average Daily Attendance	Aggregate Volumes Recommended by National Standards	Aggregate Volumes Needed to Meet Recommended Standards
Los Angeles	19	693,040	88,956	1,035,000	346,554
Orange	3	85,879	16,565	190,000	104,121
Riverside	4	48,625	4,751	100,000	51,375
San Bernardino	4	73,160	9,292	135,000	61,840
TOTAL	30	900,704	119,564	1,460,000	563,890

Junior colleges of this area have about 62 percent of aggregate number of volumes recommended by national standards.

TABLE XXXVII
PER STUDENT VOLUMES AND EXPENDITURES FOR COLLEGE
AND UNIVERSITY LIBRARIES RANKED BY STATES, 1961-62¹

Rank	State	Vols./St.	Rank	State	\$/St.
1	Connecticut	125.33	1	Nevada	\$84.57
2	Massachusetts	103.38	2	U.S. Service Schools	80.24
3	New Hampshire	99.85	3	New Hampshire	72.66
4	Maine	90.18	4	Massachusetts	71.49
5	U.S. Service Schools	80.73	5	Hawaii	67.47
6	Rhode Island	77.6	6	Connecticut	65.91
7	North Carolina	72.1	7	North Carolina	65.04
8	Vermont	66.58	8	Vermont	59.97
9	Virginia	66.26	9	Rhode Island	58.17
10	Illinois	61.08	10	Oregon	57.30
11	Kansas	60.4	11	Georgia	56.27
12	Utah	59.47	12	Louisiana	55.50
13	Iowa	58.4	13	Illinois	50.23
14	Georgia	58.01	14	Delaware	50.09
15	Oregon	57.8	15	Alaska	49.93
16	Kentucky	56.9	16	Kentucky	49.45
17	South Carolina	56.7	17	Pennsylvania	48.22
18	District of Columbia	56.03	18	Florida	48.06
19	Pennsylvania	55.6	19	Washington	47.79
20	Missouri	55.47	20	California	47.65
21	Tennessee	53.14	21	District of Columbia	47.23
22	Louisiana	52.8	22	Kansas	47.14
23	Delaware	52.7	23	New Jersey	47.14
24	New Jersey	52.6	24	Indiana	46.90
25	Indiana	51.7	25	Iowa	46.21
26	Nebraska	51.57	26	Maine	45.72
27	South Dakota	50.0	27	New York	45.62
28	Minnesota	49.6	28	Michigan	45.22
29	Ohio	49.6	29	Colorado	45.12
30	North Dakota	49.37	30	Idaho	45.09
31	Montana	49.18	31	Montana	45.04
32	Maryland	48.6	32	Tennessee	44.54
33	Wyoming	48.54	33	Virginia	44.26
34	Colorado	48.2	34	Texas	44.20
35	New York	47.9	35	Maryland	43.56
36	Oklahoma	46.01	36	Missouri	41.24
37	Alabama	45.9	37	South Carolina	41.23
38	Nevada	45.10	38	Utah	40.93
39	Texas	44.59	39	Wisconsin	40.61
40	Washington	44.39	40	Minnesota	40.57
41	Wisconsin	44.01	41	Canal Zone	40.00
42	Michigan	43.39	42	New Mexico	39.98
43	Arkansas	42.6	43	Nebraska	39.27
44	New Mexico	42.16	44	Ohio	37.59
45	Hawaii	39.30	45	South Dakota	37.15
46	West Virginia	39.24	46	Wyoming	36.56
47	Idaho	39.17	47	West Virginia	36.29
48	Florida	38.75	48	Oklahoma	35.87
49	Mississippi	38.22	49	North Dakota	35.50
50	California	37.7	50	Alabama	35.08
51	Puerto Rico	28.12	51	Mississippi	32.96
52	Alaska	27.06	52	Arkansas	31.67
53	Arizona	25.6	53	Arizona	31.27
54	Canal Zone	23.4	54	Puerto Rico	28.48
55	Guam	9.5	55	Guam	28.10

¹Source of data: College and Research Libraries 25: 224-5 May 1964; Per student figures supplied by Library Services Division, U.S. Office of Education.

TABLE XXXVIII

GRADED ENROLLMENT IN PUBLIC SCHOOLS, March 31, 1964 – Enrollment in elementary grades (K-8), enrollment in secondary grades (9-12), enrollment in junior colleges (13-14), and total enrollment in all grades and classes – including special classes and adult enrollment.

County	Elementary K-8	Secondary 9-12	Junior College 13-14	All Grades & Classes
Los Angeles	970,222	344,423	72,910	1,669,230
Orange	190,797	62,665	12,356	294,563
Riverside	61,768	20,863	3,537	95,188
San Bernardino	104,288	35,148	6,345	170,501
TOTAL	1,327,075	463,099	95,248	2,229,482

TABLE XXXIX

ENROLLMENT COMPARISONS – Public school enrollment for the four county area, rank among the 58 counties according to size of enrollment, and percentage of the state's total enrollment included in these counties.

County	School Enrollment	Rank	Percentage of State's Total Enrollment
Los Angeles	1,699,230	1st	35.6
Orange	294,653	3rd	6.3
San Bernardino	170,501	6th	3.6
Riverside	95,188	13th	2.0
TOTAL	2,259,572		47.5

TABLE XL

NUMBER AND TYPE OF SCHOOL DISTRICTS – Number of unified, elementary, high school, and junior college districts, and total number of districts in 1963-64.

County	Unified	Common Administration	Elementary	High School	Junior College	Total
Los Angeles	36	1	42	9	7	95
Orange	4	0	27	8	1	40
San Bernardino	8	1	39	6	3	57
Riverside	11	0	19	4	3	37
TOTAL	59	2	127	27	14	229

TABLE XLI – LIBRARIES IN ELEMENTARY SCHOOL

LIBRARIES IN ELEMENTARY SCHOOL – Total number of public elementary schools, number reporting school libraries, and percent reporting school libraries.

County	Elementary Schools ¹	Number Reporting School Library ²	Percent Reporting School Libraries
Los Angeles	1,219	621	50.9
Orange	286	50	17.5
Riverside	119	26	21.8
San Bernardino	199	54	27.1
TOTAL	1,823	751	41.2

¹Including 7-8 grade (intermediate) schools in elementary school districts, but excluding schools for the handicapped, when known.

²SCHOOL LIBRARY is defined as: "A room which has been specifically designed, or adapted, as a place for reading and research, and which is used for the circulation and administration of a collection of library materials. The library room has a seating capacity for the largest class expected plus ten students."

TABLE XLII

PERSONNEL IN ELEMENTARY SCHOOL LIBRARIES—Total number of elementary school libraries, number of libraries served by full-time and part-time librarians, number of libraries served by full-time or part-time teacher-librarians, and other libraries—those not served by any credentialed personnel. District central libraries and their personnel are not included.

County	Total Elementary Libraries	Libraries Served by:				Other School Libraries
		Full-time Librarian ¹	Part-time Librarian	Full-time Teacher-Libn.	Part-Time Teacher-Libn.	
Los Angeles	621	50	36	10	41	484
Orange	50	6	0	16	5	23
Riverside	26	13	0	1	10	2
San Bernardino	54	0	0	1	1	52
TOTAL	751	69	36	28	57	561
PERCENT		9.2	4.8	3.7	7.6	74.7

¹For purposes of this survey, a librarian was defined as: "A person who holds a valid California credential in school librarianship, and who is employed by a school district and assigned to serve as a school librarian." A teacher-librarian is: "A person who holds a valid California teaching credential (but not a credential in school librarianship) and is employed by a school district and assigned to serve as a school librarian."

TABLE XLIII

SCHOOL DISTRICTS WITH LIBRARY SUPERVISORS — Total number of school districts (excluding junior college districts) and number and percentage of districts with library supervisor or director, or other person with title indicating district level responsibility for library services.

County	Number of Districts	Number of Districts with Library Supervisors	Percent with District Library Supervisors
Los Angeles	88	50	56.8
Orange	39	18	46.2
Riverside	34	5	14.7
San Bernardino	54	3	5.6
TOTAL	215	76	—
AVERAGE	—	—	35.3

TABLE XLIV — NUMBER AND SIZE OF SECONDARY SCHOOLS

County	Number	Senior High Schools*		Number	Junior High Schools*	
		Range of Enrollment	Average Enrollment		Range of Enrollment	Average Enrollment
Los Angeles	134	425 — 3,942	2,166	135	140 — 2,540	1,464
Orange	31	658 — 3,227	1,800	17	781 — 2,364	1,282
Riverside	17	427 — 2,686	1,103	13	590 — 1,332	910
San Bernardino	20	317 — 3,580	1,580	22	212 — 1,360	790
	202			187		

*Not including schools for the handicapped.

TABLE XLV

NUMBER OF VOLUMES IN SCHOOL LIBRARIES - Range and average number of volumes in libraries in public senior high schools and junior high schools. Schools for the handicapped not included.

County	Senior High Schools		Junior High Schools	
	Range	Average	Range	Average
Los Angeles	3,036 - 28,497	10,521	1,440 - 16,641	7,684
Orange	3,500 - 23,409	8,455	2,335 - 11,373	4,982
Riverside	1,331 - 14,641	5,982	2,092 - 6,563	4,553
San Bernardino	1,000 - 27,521	9,971	494 - 10,110	5,063

TABLE XLVI

RATIO OF BOOKS TO STUDENTS - Total number of volumes in public secondary school libraries, total number of students enrolled, and average number of books per student. Schools for the handicapped not included.

County	Senior High Schools			Junior High Schools		
	Volumes	Enrollment	Books Per Student	Volumes	Enrollment	Books Per Student
Los Angeles	1,409,920	290,257	4.9	1,037,381	197,581	5.3
Orange	262,093	55,810	4.7	84,688	21,789	3.9
Riverside	101,686	18,748	5.4	59,186	11,840	5.0
San Bernardino	199,426	31,587	6.3	111,373	17,383	6.4
TOTAL	1,973,125	396,402		1,292,628	248,593	
AVERAGE			5.0			5.2

TABLE XLVII

EXPENDITURES FOR LIBRARY PURPOSES - Total expenditures for library purposes (exclusive of salaries) and average expenditure per enrolled student in public secondary schools. Schools for the handicapped not included.

County	Senior High Schools		Junior High Schools	
	Total Expenditures	Expenditure Per Student	Total Expenditures	Expenditure Per Student
Los Angeles	\$ 944,116	\$ 3.25	\$ 507,862	\$ 2.57
Orange	221,752	3.97	73,159	3.36
Riverside	66,122	3.53	32,461	2.74
San Bernardino	138,630	4.39	81,168	4.67
TOTAL	\$ 1,370,620		\$ 694,650	
AVERAGE		\$ 3.46		\$ 2.79

TABLE XLVIII

SECONDARY SCHOOLS SERVED BY CREDENTIALLED LIBRARIANS — Number of public secondary schools, number served by librarians with librarianship credential, and percent served by librarians with librarianship credential. Schools for the handicapped not included.

	Senior High Schools			Junior High Schools		
	Number of Schools	Schools Served by Credentialed Librarians	Percent Served by Credentialed Librarians	Number of Schools	Schools Served by Credentialed Librarians	Percent Served by Credentialed Librarians
Los Angeles	134	119	88.8	135	115	85.2
Orange	31	24	77.4	17	10	58.8
Riverside	17	9	52.9	13	6	46.2
San Bernardino	20	12	60.0	22	14	63.6
TOTAL	202	164		187	167	
AVERAGE			81.2			89.3

It should be noted that the Education Code does not require the possession of the librarianship credential — or even training in library science — for a teacher to serve as a school librarian. The table does not indicate the number and percent possessing other credentials. (There were instances of librarians with the BSLS degree who did not have the librarianship credential, but were serving under a regular teaching credential.)

Ten senior high school libraries were each served by two credentialed librarians; one senior high school library was served by three credentialed librarians.

TABLE XLIX

SECONDARY SCHOOLS SERVED BY LIBRARIANS WITH 5th YEAR LIBRARY DEGREES — Number of public secondary schools, number served by librarians having fifth year degrees in library science, and percent having such degrees.

County	Senior High Schools			Junior High Schools		
	No. of Schools	Number Served by Librarian w/Lib. Degree	% Served by Librarian w/Lib. Degree	No. of Schools	Number Served by Librarian w/Lib. Degree	% Served by Librarian w/Lib. Degree
Los Angeles	134	85	63.4	135	78	57.8
Orange	31	14	45.2	17	3	17.6
Riverside	17	8	47.1	13	4	30.8
San Bernardino	20	9	45.0	22	7	31.8
TOTAL	202	116	—	187	92	—
AVERAGE	—	—	57.4	—	—	49.2

Eight secondary schools were served by two or more librarians having fifth year library degrees.

TABLE L

SCHOOL LIBRARIES OPEN AT NIGHT - Number of secondary school libraries open for service to students at night, total number of hours open, and average users per week during night openings.

County	Libraries Open at Night	Total Number of Hours Open	Average Users Per Week
	11	67	1,253
Los Angeles	4	16	216
Orange	2	6	107
Riverside	8	411	667
San Bernardino			
TOTAL	25	130	2,243

TABLE LI

NIGHTS SCHOOL LIBRARIES ARE OPEN - Number of school libraries open for service to students each night of the week, and total number of openings per week in the four-county area.

County	Monday Night	Tuesday Night	Wednesday Night	Thursday Night	Friday Night	Total Night Openings
	7	5	7	8	0	27
Los Angeles	1	3	0	3	0	7
Orange	0	1	1	1	0	3
Riverside	3	5	4	5	0	17
San Bernardino						
TOTAL	11	14	12	17	0	54

TABLE LII

EVALUATION OF NIGHT OPENINGS - Joint evaluations by librarians and principals of the overall success of night openings of libraries in their schools.

County	Excellent	Good	Fair	Poor
	4	5	1	1
Los Angeles	1	3	0	0
Orange	0	1	1	0
Riverside	1	3	3	1
San Bernardino				
TOTAL	6	12	5	2

Seventeen librarians thought night openings of school libraries had lessened student use of local public libraries, five librarians thought it had not, and three librarians were undecided.

TABLE LIII PUBLIC SCHOOL FACILITIES BY GRADE LEVEL

1962 -1963

Counties	Elementary (1)	Junior High School	Three, Four or Six-Year High School	Continuing High School	Junior College
	1,200	131	138	5	17
Los Angeles	262	16	27	-	3
Orange	113	12	16	-	3
Riverside	192	21	20	-	4
San Bernardino					
Total, 4-County Area	1,767	180	201	5	26
State of California	5,079	354	634	10	68
4-County as % of State	34.7	50.8	31.7	50.0	38.2

(1) Does not include special schools maintained by county superintendents of schools.

Source: State Dept. of Education, Dept. of Finance.

**TABLE LIV - SELECTED SPECIAL LIBRARIES - FOUR-COUNTY AREA
OF SOUTHERN CALIFORNIA**

	Vols.	New Titles	Vertical File Drawers	Magazine Subscrip- tions	Special Collections
LOS ANGELES COUNTY:					
Alhambra C.F. Braun & Co.	9,500	500	55	350	Petroleum, petroleum chemicals, materials of constructions.
Arcadia Los Angeles State and County Arboretum	23,450			325	Horticulture and botanical materials.
Azusa Aerojet-General Corp.	20,000	2,500		600	Jet propulsion and space sciences information.
Burbank Lockheed-Calif. Co. Scientific and Technical Information Center, Central Library.	7,277	7,000		275	Aeronautics and Management/500 micro-films.
Technicolor Corp.	2,700		36	115	Photography, especially cinematography; physics; chemistry; electronics
Walt Disney Production Library	14,650		118	128	Cartoons and jokes.
Canoga Park Atomics International Technical Library	14,200		20	650	Nuclear science, including physics, chemistry, nucleonics, reactors, materials, etc.
Thompson Ramo Wooldridge	8,000			200	Nuclear science and electrical engineering.
Claremont Francis Bacon Library	5,000	50	3	30	Bacon collection with autograph letters with documents of 16th and 17th centuries; early cryptograph collection; 16th and 17th century emblem books; early Rosicrucian collection, Dante collection.
Culver City Hughes Aircraft Co. Library	55,000	1,500	5	1,100	Aerospace, aeronautics electronics, chemistry, physics, mathematics
MGM Research Dept.	15,500	300	495	87	Architecture; interior decoration; painting; costumes; old trade catalogs; social life; customs; illustrated periodicals.
Downey Aerojet - General Corp. Engineering Library	2,000			250	Government specifications; ASTIA reports.
North American Aviation Inc.	15,000	10,000		400	Entire aerospace spectrum
Duarte Giannini Controls Corp.	900	200		215	Electronics, nuclear technology, instrumentation, control systems, solid state physics.
Glendale General Precision Inc. Libroscope Division	4,000			350	Computers.
Glendale Sanitarium and Hospital Library	10,699	700	2	252	Clinical medicine and nursing

(Continued on next page)

TABLE LIV - (Continued)

	Vols.	New Titles	Vertical File Drawers	Magazine Subscriptions	Special Collections
Inglewood North American Aviation Engineering Library	7,100			403	
Northrup Institute of Technology					
Long Beach Aircraft Division, Douglas Aircraft	20,000	14,000		700	Aerospace, Aeronautics, business.
Veterans Adm. Hospital	General Library 11,000 Medical Library 5,000			265	Medical collection.
Los Angeles Aerospace Corp.	11,000			940	Technical literature in the physical sciences and applied technologies, professional papers, journals, documents, reports, literature, both classified and unclassified.
Barlow Sanitarium	2,750		5	60	Materials on treatment of tuberculosis and chest diseases.
Braille Institute of America	40,000			46	Materials in Braille, on records (Talking Books) and on tape.
Children's Hospital of Los Angeles, Doctor's Library	5,513	285	2	130	Pediatrics Nursing
Chouinard Art Institute	3,186			79	Special Materials: Art slide collection; collection consists of books; periodicals, slides and mounted reproductions.
Farmers Insurance Group	5,000			350	Insurance.
Helms Athletic Foundation	7,500	2,500	10	50	Sports, historical and records; Olympic games; sports guides collections.
Hyland Laboratories	470			52	Immunology; blood and blood fractions.
Kaiser Foundation Hospital Medical	1,750	150		150	Medicine
Los Angeles Chamber of Commerce					Census publications - historical and advance reports.
Los Angeles County Civil Service Commission	1,500	200	30	100	Administrative and personnel management, civil service, public administration.
Los Angeles County General	30,000	2,000			Medical and nursing literature.
Los Angeles County Law Library	401,357	21,411		4,250	Law
Los Angeles County Medical Assn. Library	90,000	2,774	9	903	History of medicine, rare books (Medicine and science) Osler collection, medical Californiana, small instruments museum.
Los Angeles County Museum	50,000	600	6	1,000	Southwest history, biological sciences paleontology, anthropology, art, history.
Mc Culloch Corp. Engineering Library					Internal combustion engines, cutting devices information.

TABLE LIV - (Continued)

	Vols.	New Titles	Vertical File Drawers	Magazine Subscrip- tions	Special Collections
Neuropsychiatric Inst. of California, Dept. Mental Higiene	1,100	400		230	Psychiatry, psycho-analysis, clinical psychology psychotherapy, hospital administration, behavioral and social sciences, psychiatric nursing and social work, rehabilitation, semantics, social and economic Americana.
Otis Art Institute of Los Angeles	4,500			30	Artexhibition catalogs; 6,000 2x2 color and black and white transparencies.
Pacific Aerospace Library	6,000	500		350	Microcards of government research reports.
Pacific Telephone and Telegraph	3,500			100	Materials on communications.
Paramount Pictures Corp.	35,000		300	60	Costume; architecture; art; picture collection; World War II.
Philosophical Research Society Inc.	40,000				Comparative religion, philosophy, alchem, etc.
Planning Research Corporation	600			225	Military theory; operations, research; economics and statistics; product and systems reliability; data processing and computer science, intelligence problems; business management.
Police Library (A division of the Municipal Reference Library)	5,640	326	12	162	Police administration and related subjects.
John L. Pomeroy Memorial	6,103	100	9	180	Public health subjects.
Prudential Insurance Co. of America					
Public Health Library	9,902	600	7	416	Public health administration, chronic diseases, communicable diseases, maternal and child care, alcoholism, nursing, sanitation, occupational health, laboratory methods.
Reiss-Davis Clinic for Child Guidance, Anna Freud Research Library	3,000	500	2	85	The emotionally disturbed child; pediatric, psychiatric; psychological, psychoanalytical, psychiatric social; anthropological and education aspects; Freud collection.
Rexall Drug Co. Library	200			40	Pharmaceuticals, cosmetics, medicine, chemistry, patents.
Richfield Oil Corporation Economic Research Library	1,600	600	16	500	Economics of the petroleum industry and the West Coast.
Security First National Bank, Research Department.	1,152			1,850	Banking and finance.
Shell Oil Co.	1,564			690	Materials on petroleum industry.
Southwest Museum Library	50,000			60	Research materials in anthropology of the Western hemisphere; Western Americana with emphasis on the Southwest.
Twentieth-Century Fox Films Co., Research Library	35,000			50	
United California Bank	4,800	250	32	295	Banking, finance, credit and economics.
United States Air Force Technical Library	5,000	500		200	Standard and Poor's, Dun and Bradstreet, map service.
University of California at Los Angeles William Andrews Clark Library	65,000	1,000	10	53	English civilization, 1640-1750, particularly the age of Dryden; Oscar Wilde; Montana history, Eric Gill; modern fine painting.

(Continued on next page)

TABLE LIV - (Continued)

	Vols.	New Titles	Vertical File Drawers	Magazine Subscriptions	Special Collections
Water and Power Library (A Division of the Municipal Reference Library)	15,413	614	34	410	Water supply and distribution; electric energy; river development; atomic energy for electric power; technical periodical.
Welfare Planning Council	1,200	1,000	51	39	Social Welfare and social work.
Norwalk Metropolitan State Hospital Medical Library	2,632	250	6	100	Psychiatry, psychotherapy, psych-analysis, psychology, social work, psychiatric nursing.
Pasadena Bell & Howell Research Center	5,000			300	Scientific, technical and management information.
Burroughs Corp.	9,000	1,000	56	350	Digital computer systems, mathematics and applied programming.
Jet Propulsion Laboratory	20,000			1,000	Aeronautics, electronics, mathematics, space sciences.
Mount Wilson Observatory	21,250				History of science, Newtoniana.
Stuart Company	600	100	40	250	Pharmacology, Pharmacy, Nutrition.
Western Personnel Institute	1,300			60	College students, personnel administration, educational and vocational counseling.
Pomona Pacific State Hospital Staff Library	4,700	400	16	258	Mental retardation, psychiatry, medicine, psychology, and allied fields.
Redondo Beach Space Technology Laboratories	10,000			641	Space technology materials.
San Marino Henry E. Huntington Library	mss. over 3,000,000 rare books 250,000 ref. books 163,000			200	American history and literature; Western Americana and Californiana; British history and literature; Incunabula printing and book illustration.
Santa Monica Douglas Aircraft Co., Inc.	9,680			472	Technical material on missiles and space development.
Rand Corporation	30,000	5,000		1,900	Research.
Sepulveda Veterans Administration	Med. 2,283 General 9,868	900	9	86	Psychiatry and neurology, gerontology, neuropsychiatric, general medical, surgical, tuberculosis.
South Pasadena Stanford Research Institute, Southern California	5,000			500	Agricultural economics, aviation economics, chemical engineering, technoeconomics, area development, construction sciences.
Van Nuys Northrup Ventura Technical Information Center	7,100			453	Nuclear physics; electronic engineering aerospace sciences.
Radio Corp. of America Data Systems Division	5,000			135	ASTIA reports and military specifications.
Whittier American Potash & Chemical Corp., Technical Information Center	2,500	120	140	290	U.S. and foreign patents; Boron chemistry; perchlorates.

TABLE LIV - (Continued)

	Vols.	New Titles	Vertical File Drawers	Magazine Subscrip- tions	Special Collections
Wilmington Richfield Oil Corp., Technical Library	3,700		9	220	Petroleum product, production and test- ing.
Woodland Hills Litton Systems Inc.	10,000	3,500	6	400	Electronics; computer technology; guidance and control; mathematics and physics.
ORANGE COUNTY:					
Anaheim Autometics (Division of North American Aviation)	32,000	1,500	500	650	A. B. Rechnitzer, oceanographic col- lection, executive development.
Richfield Oil Corp. Research & Development Corporation	2,000			200	Materials in fields of fuels, lubricants, petroleum chemicals and process engi- neering.
Robertshaw - Fulton Controls Co., Aeronautics & Instruments Division	850			120	Patents, catalogs (commercial), engi- neering.
U.S. Borax Co.	7,250	250	33	200	Chemistry.
Brea Union Oil Co. of California	6,000			450	Petroleum.
Buena Park Nutralite Products, Inc.					Complete collection of chemical ab- stracts.
Costa Mesa Fairview State Hospital					Mental retardation; psychiatry; neurology.
Fullerton Beckman Instruments, Inc.	12,000	1,500		375	Chemistry, physics, instrumentation, clinical chemistry, electrical engi- neering, electronics, medical electro- nics, computers, data processing.
Hughes Aircraft Co. Ground Systems Group				360	Electronics; computers, strategy of war, defense systems, business manage- ment.
La Habra California Research Corp.	16,000	2,000	22	600	Geology, geophysics, petroleum, engi- neering.
Newport Beach Aeroneutronics, (Division of Ford Motor Co.)	techni- cal reports 11,200	1,500	7	490	Mathematics, astronomy, physics, mete- rology, metallurgy, chemistry, biology, engineering management.
Hughes Aircraft Co.	6,300	400	2	195	Inorganic chemistry, physics, crystallo- graphy, metallurgy, semi-conductor electronics.

(Continued on next page)

TABLE LIV - (Continued)

	Vols.	New Titles	Vertical File Drawers	Magazine Subscrip- tions	Special Collections
Orange Orange County General Hospital	3,500	140	9	123	Hematology and cancer research projects data.
Santa Ana U.S. Marine Corps. Air Station Library					Military art and science, U.S. Marine Corps, guided missiles, aviation, electronics, radio, U.S. Navy, foreign relations.
RIVERSIDE COUNTY:					
Corona U.S. Naval Ordnance Library	9,500	500		425	
March Field U.S. March Air Force Base U.S. Fifteenth Air Force Headquarters Library					
Riverside Univ. of California Citrus Research Center	29,663	2,500	12	1,438	Avocado collection, citrus fruits, all USDA and State Agricultural Experiment Station Pubs., ornamental horticulture; agricultural economics.
SAN BERNARDINO COUNTY:					
Fontana Kaiser Steel Corp. Management Library	1,000			150	Management skills, metallurgical information.
Patton Patton State Hospital Medical Library	7,000	150	6	116	Psychiatry, neurology, forensic psychiatry, psychiatry nursing.
San Bernardino U.S. Air Force, San Bernardino Air Material Area Library	26,000			456	Missiles and rockets, mathematics, engineering management, and applied sciences.

TOTAL VOLUMES: 4,356,269

TOTAL NEW TITLES: 103,525

TOTAL MAGAZINE SUBSCRIPTIONS: 25,202

Sources: News Notes of California Libraries, Statistical issue, Winter 1963; News Notes of California Libraries, Statistical issue, Winter, 1964

APPENDIX III
SUPPLEMENTARY INFORMATION

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APPENDIX III

A. PROBLEMS OF PUBLIC LIBRARIES IN METROPOLITAN FOUR-COUNTY AREA

Responses to Open-End Questionnaire Sent to Public Libraries in Southern California
Main question: What are your most pressing problems? Suggest possible solutions.

PROBLEMS

PROPOSED SOLUTIONS

INADEQUATE BOOK COLLECTIONS

- a) A cooperative acquisitions program with other libraries in the area.
- b) A circuit of revolving special collections from one library to another.
- c) A more adequate book collection at the State Library.

INADEQUATE SPACE

- a) Bond issues for new buildings.
- b) A pay-as-you-go plan and accumulative capital outlay fund.
- c) A storage center.

INADEQUATE PERSONNEL

- a) Better recruitment.
- b) Acceptance of staffing formula by Civil Service.
- c) State certification of librarians.
- d) More clerical help.

STUDENT SERVICE

- a) Conference between public librarians and high school librarians.
- b) Regularly scheduled meetings between public libraries and public schools representatives.
- c) A series of meetings with multiple school districts, with coordinator assistance.
- d) Strong school and college libraries.
- e) School libraries open longer hours.
- f) Renumeration from schools for services rendered or from State Aid.

PROBLEMS IN THE AREAS OF BOOK SELECTION, ACQUISITION, CATALOGING, AND PROCESSING LIBRARY MATERIALS.

- a) Union lists.
- b) Simplification of work procedures.
- c) A centralized acquisitions and technical processes center.
- d) A revival of "Cataloging at Source" project.

LIMITED REFERENCE SERVICE

- a) Cooperation of all libraries in making collections available to other libraries.
- b) Installation of teletype or other fast communication system.
- c) Photocopying services.
- d) One day delivery service.

INADEQUATE AUDIO-VISUAL SERVICES

- a) Better equipment.
- b) More films, recordings, and scores.
- c) More listening rooms.

LACK OF COMMUNICATION AND INADEQUATE PUBLICITY

- a) Publicity, using all available media.
- b) Use of public relations specialists and consultant services.
- c) Cooperative use of publicity and displays.
- d) More use of Friends groups to advise city councils of library needs.
- e) Have clearing house for professional problems at area library to be subsidized by State Aid.
- f) Closer coordination with community organizations.
- g) An intensified and sustained public information program to tell "The Library Story."

PUBLIC LIBRARY PROBLEMS (Continued)

PROBLEMS

**BOOK THEFTS, MUTILATION
AND OVERDUES.**

LACK OF IN-SERVICE TRAINING PROGRAMS.

NEED FOR A STORAGE CENTER

LIMITED HOURS OF SERVICE TO PUBLIC

FAST COMMUNICATION NETWORK

MORE PARKING FOR PATRONS IS NEEDED.

TYPING FACILITIES FOR PATRONS ARE NEEDED.

**PHOTOCOPYING EQUIPMENT IS NEEDED: THIS
WOULD PROVIDE BETTER REFERENCE SERVICE AND
WOULD PROBABLY REDUCE THE NUMBER OF THEFTS.**

BOOK CENSORSHIP

ADULT EDUCATION

ARTIFICIAL CITY BOUNDARIES

**LACK OF UNDERSTANDING OF BASIC VALUES
OF GOOD LIBRARY SERVICE.**

PROPOSED SOLUTIONS

- a) Provide a guard at the library entrance to check all books taken from the library.
- b) Provide inexpensive automatic copying machines to prevent mutilation and theft.
- c) Use area library for sorting, sending notices, and follow-up.
- d) Use County Sheriff, paid on a contract basis, to collect books from non-residents.
- e) Establish a state-wide delinquent file with provision that no delinquent borrower could obtain books in any library if he has an outstanding account with any other library.
- a) Libraries in the same area provide cooperative in-service training programs.
- b) Perhaps have internship of six months to one year, with cost being shared by the public library and State Aid program.
- c) Workshops for both professional and clerical employees, offered free, paid for by State Aid.

A central storage center cooperatively financed by participating libraries.

- a) School libraries open longer hours.
- b) Branch and central libraries open longer hours on weekends.
- c) A survey to determine best hours for service; cooperation among libraries (in a region of five cooperative libraries each open one Sunday out of five).

A metropolitan area plan which would provide accessibility on an equitable basis with state subvention; elimination of duplication of effort wherever possible in order to release time and money for better service.

LIBRARY SERVICES WHICH PATRONS CONSIDER TO BE WEAKEST

Inadequate core collection of basic books in all areas, but especially in foreign languages, psychology, science, history, genealogy, metaphysics, and in high school and junior college related fields.

Inadequate reference collections and services, especially in business and technology.

Inadequate periodical holdings.

Insufficient number of duplicate titles, especially in best seller type of book.

Inadequate audio-visual materials and services.

Insufficient space.

Inadequate service to students.

Inadequate staff to give efficient reader assistance and personal services, especially during rush periods.

Lack of reciprocal borrowing privileges.

Time involved in filling requests within the library and also in interlibrary loan requests.

Inability to renew books by telephone.

Inability to secure books on interlibrary loan from libraries outside of the State of California.

LIBRARY SERVICES WHICH PATRONS WOULD LIKE TO HAVE ADDED

More audio-visual materials: films, records, music scores, art reproductions, tape recordings, and language records for circulating collections; more audio-listening equipment and listening rooms within libraries.

More books in all fields, with particular emphasis on added titles in business and technical fields and in literary criticism and with more copies of best sellers and popular literature.

Extended reference collections and services.

Larger and more specialized periodicals holdings and more newspapers, with back files on microfilm and with the additional titles from leading cities of the world.

Text books for university extension courses.

More story hours for children.

More space for meetings and more conference rooms.

More book centered discussion programs and more discussion group meetings on practical subjects and in the field of adult education.

More rental typewriters.

More study facilities for research and business people and carrel for students.

Longer hours of service, with libraries open on Sundays.

More photocopying services.

More parking facilities.

QUESTION: WHAT SERVICES CAN BE GIVEN BETTER BY COOPERATIVE EFFORTS?

ANSWERS

Reciprocal borrowing privileges

An area-wide computerized circulation control system

A centralized cooperative technical processes center

A cooperative bibliographic center

Cooperative regional reference centers

Joint book selection with individual library responsibility for specialization in certain subject fields

A central storage center

Interlibrary loan privileges

A fast communication system

A cooperative audio-visual program

Cooperative in-service training programs

Cooperative use of publicity

Cooperative buying and binding of specialized periodicals

Cooperation with school administrators for better service to students

Rapid transportation and delivery service

SUPPLEMENTARY INFORMATION ABOUT FOUR COUNTIES*

LOS ANGELES COUNTY

Incorporated February 18, 1850

County Seat Los Angeles
Area (Square Miles) 4,083
Altitude 9 to 10,080 Ft.
Population 6,869,000 (1965 est.)
Population per square mile 1,659.4 (1964)

PHYSICAL FEATURES. Los Angeles County has a land area of 2,598,400 acres. It measures about 75 miles from north to south and 70 miles from east to west. Approximately 46 percent of the county is mountainous. Of the remaining area, some 13.6 percent, or 539 square miles, is in a coastal plain, which rises gently from the Pacific Ocean on the south and west to an elevation of 900 feet at the base of the mountains.

The county's territory extends northward beyond the San Gabriel Mountains into the Antelope Valley which is a semi-dry plateau and part of the Mojave Desert. Urbanization has expanded into this part of the county.

CLIMATE. The climate of the Los Angeles area has been described by the United State Weather Bureau as "one of the most equable climates in the United States."

POPULATION. With a density of over 1,600 people to a square mile, space for additional population has become a problem. Since the 1960 census population has increased about three percent per year, double the national average.

AGRICULTURE. As is to be expected, agricultural acreage in Los Angeles County declines somewhat each year. Yet, in agricultural dollar value the county still rates among the leaders in the state.

MINING. The county is a leader in the state's oil production (78,000,000 barrels in 1963) . . . Los Angeles County for many years has ranked second in mineral production among the counties of California.

MANUFACTURING. Los Angeles, according to the 1961 bureau of Census Survey of Manufacturing, is the third largest manufacturing center in the United States. A more recent study by the Research Department of Security First National Bank claims that in 1964 Los Angeles passed Chicago as a manufacturing center and is now second behind New York.

The space oriented industries, missiles and aircraft, are the most important employers followed by electrical machinery, and automobiles, among the durable goods industries. Among the non-durable goods, food products and apparel are the leaders. The county is the nation's No. 1 producer of motion pictures as well as of shows for radio and television.

TRANSPORTATION. A complex system of freeways, centering on downtown Los Angeles, provide access to outlying centers of population. Other freeways, either already built, in the planning stage, or in process of construction, will permit interconnections with the radial pattern and permit rapid movement through the Los Angeles lowlands.

Three transcontinental railroads, the Atchison Topeka and Santa Fe (the Santa Fe), the Southern Pacific, and the Union Pacific, provide Los Angeles County with long haul transportation and have many branches through the county.

ORANGE COUNTY

Incorporated March 11, 1889

County Seat Santa Ana
Area (Square Miles). 782
Altitude 0 to 5,680 Ft.
Population 1,113,200 (1965 est.)
Population per square mile 1,351.5 (1964)

PHYSICAL FEATURES. The southern and eastern part of the county is hilly or mountainous . . . More than 86 percent of the area is privately owned. Some 48,581 acres are in the Cleveland National Forest.

POPULATION. Orange County became Southern California's fastest growing county when neighboring Los Angeles County could offer only limited space. Population growth between 1950 and 1960 over 200 percent. Orange groves yielded to industries and new cities at a rapid pace. The projected population for 1970 is 1,473,800; a 100 percent growth in the present decade.

MINING. Orange County is a ranking oil county. The value of mineral products is almost entirely due to petroleum and natural gas.

MANUFACTURING. It is estimated that there are over 1,200 manufacturing establishments in this county. Electronics,

*Source: Excerpts reprinted by permission from California Information Almanac. c. 1965

defense oriented manufacturing and food processing lead in the number of employees.

TRANSPORTATION. Branches of the Southern Pacific Railroad, Union Pacific Railroad and Pacific Electric Railroad penetrate the county and connect it to Los Angeles and the rest of the nation. The Santa Ana Freeway (Interstate 5 and U.S. 191) from San Clemente, in the county's southern corner, extends northwest through Santa Ana to the Los Angeles Civic Center and is the major highway.

CITIES. The county had 24 incorporated cities in 1964. Three of those, Anaheim, county seat Santa Ana and Garden Grove, exceeded 100,000 population. Urbanization is so rapid that annual population increase per city ranges from 5 to 42 percent. More than nine out of every ten people live in incorporated areas.

RIVERSIDE COUNTY

Incorporated May 9, 1893

County Seat	Riverside
Area (Square Miles)	7,177
Altitude	235 to 10,805 Ft.
Population	410,900 (1965 est.)
Population per square mile	56.0 (1964)

PHYSICAL FEATURES. With an area of 4,593,280 acres, Riverside is the state's fourth largest county. Only 1,541,700 acres, or one-third of its area, is privately owned. Of the publicly owned land, about one million acres are in the public domain.

CLIMATE. Typical desert climate prevails throughout the desert areas of the county.

POPULATION. Almost one out of every three people lives in the county seat, Riverside. The projected population for 1970 is 506,200. This represents a more than 60 percent growth for the present decade.

AGRICULTURAL. Riverside now ranks sixth among the agricultural counties of the State.

MINING. Mineral production, especially the extraction of non-metallics in desert regions, increased about 35 percent from 1952 to 1963.

MANUFACTURING. There are about 300 manufacturing plants in the county. Largest employment is in transportation equipment, fabricated metals, and stone, clay, and glass. The county has become a center for production of mobile homes.

TRANSPORTATION. More than 4,000 miles of roads provide access to all parts of the county.

SAN BERNARDINO COUNTY

Incorporated, April 26, 1853

County Seat	San Bernardino
Area (Square Miles)	20,131
Altitude	475 to 11,485 Ft.
Population	422,600 (1964 est.)
Population per square mile	31.0 (1964)

PHYSICAL FEATURES. With an area of 20,131 square miles, or 12,884,000 acres the county is the largest in the United States. Of the total area 10,485,835 acres, or 81 percent, is publicly owned including 427,207 acres in the San Bernardino National Forest.

POPULATION. In San Bernardino county 82 percent of the total population concentrates in the valley area southwest of the mountains. The population of the desert area grew to 16 percent of the county's total in 1963. Unincorporated and semi rural areas report the largest gains. For 1970 a population of 722,700 is projected.

AGRICULTURE. The county produces grapes on 21,000 acres, and citrus on 24,000 acres, the largest acreage in these crops of any county in the state. . . . However, ahead of citrus and grapes, in value, is egg production with 130,000,000 dozen per year. Dairy products are next with a value of \$35 million in 1963.

MINING. Mineral production has great diversity in metallic and industrial minerals. About 30 substances were produced with cement, sand, gravel, and stone (crushed) the leaders.

MANUFACTURING. The largest manufacturing plant in the county is the Fontana plant of the Kaiser Steel Co. (see under STEEL). It accounts for almost one-half of the county's industrial employment and wages. The company produces tin plates for the canning industry. In the county seat the largest employers are the Santa Fe Railroad and the U.S. Air Force.

TRANSPORTATION. The San Bernardino Freeway, part of Interstate 15, connects San Bernardino County with Los Angeles. The Barstow Freeway, part of Interstate 15, extends northward from San Bernardino into the desert and provides rapid access to Nevada via U.S. 66 to Arizona. Three transcontinental railroads traverse the county. The Ontario International Airport has developed into the leading air terminal for all Southern California points east of Los Angeles.

CITIES. County seat San Bernardino is moving towards a metropolitan fusion with her southern neighbors Colton and Riverside, and her western neighbors Fontana, Upland, and Ontario.

STANDARDS FOR CENTRAL LIBRARIES*

PARAGRAPHS ARE NUMBERED IN CONFORMITY WITH THE ORIGINAL ALA PUBLICATION

A central library or regional center open to every resident of a natural region should make available the essential resources and personnel of modern service.

- 8 The central library or regional center serving in that capacity should be so located that people find it convenient to combine shopping and similar trips regularly with library visits, in not more than a one-day round trip from their homes.

A central library may be: (a) the main unit of a city library; (b) a city library which gives central library service to smaller communities outside the city, under contractual agreements; (c) the main unit of a county or multi-county library; (d) one or more libraries designated from a group of libraries which have banded together to provide jointly the elements of modern library service; (e) a unit established and maintained by the state government where no local library is able to assume the role.

The central library furnishes in addition to the services of the community library at least the following:

- 9 The central library should provide a comprehensive collection of library materials to cover the interests in its region, including special interests of the area.
- 10 The central library should provide reprint materials of communication, such as educational films and recordings.
- 11 The central library should provide information and bibliographic tools to locate facts and specialized resources as needed.
- 12 The central library should have a staff that includes special professional personnel for information and research assistance to children, young people, and adults; individual and group reading aid; audio-visual service; and special personnel for subject interests in the region such as business, technology, or agriculture.

Standards for central libraries, as for community libraries, are described in greater detail in each of the following sections of this document.

The central library and the community libraries in a natural district should function together in a "system" or affiliation for library service.

A library system provides the various joint services and activities which enable a group of smaller library units to achieve, together, standards which would be beyond the reach of each individually.

- 21 A library system should have a plan for referral of information inquiries from community libraries to the central agency when they cannot be answered locally.
- 22 A library system should furnish guidance and assistance from the specialized professional personnel of the central library to the community agencies.
- 48 Where certain libraries in a system contribute much more than they gain from participation, financial payment should be provided for the contributing agency.

The necessary funds should be furnished by the localities which benefit, where such localities have sufficient wealth; they will gain access to superior facilities at a fraction of the cost necessary to maintain the facilities themselves. Where localities cannot afford to pay for use of central resources, county or state funds should be used to compensate the larger places.

- 69 The central or headquarters library should normally be open daily for the full range of services during morning, afternoon, and evening hours, with Sunday service adjusted to local needs and conditions.
- 78 The local community library should have materials which furnish the information most frequently requested on a wide range of topics, and should have personnel able to locate facts in these resources, and to refer inquiries to the central library of the system.
- 79 Bookmobiles should have the most-frequently-needed information tools, and should take or send informational requests to the central library.
- 80 The central library or libraries should provide full-time informational service competent to handle inquiries received about general topics, and also those about subjects which are of special importance in the life of the community, such as labor, education, agriculture, business, technology, or the arts.

Staff for this service should not only include general librarians but also staff members who are expert in special areas of major concern.

* A.L.A. Public library service. Chicago, 1938.

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